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SAN FRANCISCO FIRE COMMISSION

Fire Commission Regular Meeting
Thursday, January 8, 2015 - 4:00 p.m.

698 Second Street, Room 102 ■ San Francisco ■ California ■ 94107

AGENDA

Item No.

1. ROLL CALL

President	Stephen A. Nakajo
Vice President	Andrea Evans
Commissioner	Michael Hardeman
Commissioner	Francee Covington
Commissioner	Ken Cleaveland
Chief of Department	Joanne Hayes-White

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2. GENERAL PUBLIC COMMENT

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3. RESOLUTION 2014-02 ***[Discussion and possible action]***
Discussion and possible action regarding proposed Resolution 2014-02, pertaining to the goals of Walk San Francisco's Vision Zero Plan

4. APPROVAL OF THE MINUTES ***[Discussion and possible action]***
Discussion and possible action to approve meeting minutes.

- **a.** Minutes from Meeting on October 23, 2014
- **b.** Minutes from the Special Meeting on December 9, 2014
- **c.** Minutes from the Special Meeting on December 23, 2014

5. FIRE COMMISSION ANNUAL STATEMENT OF PURPOSE 2015 ***[Discussion and possible action]***
Discussion and possible action to adopt the 2014 Annual Statement of Purpose.

6. REPORT ON FY 2015-2016 CAPITAL BUDGET ***[Discussion and possible action]***
Report from the Department's Chief Financial Officer on the Department's 2015-2016 Capital Budget.

7. **CHIEF OF DEPARTMENT'S REPORT** ***[Discussion]***

REPORT FROM CHIEF OF DEPARTMENT
Report on current issues, activities and events within the Department, including Fiscal Year 2014-2015 budget.

REPORT FROM OPERATIONS
Report on overall field operations, the Bureau of Fire Prevention & Investigation, Airport Division, Emergency Medical Services and the Division of Emergency Communications,

8. AGENDA FOR NEXT FIRE COMMISSION MEETING ***[Discussion]***
Discussion regarding agenda for the January 22, 2015 regular meeting.

9. **COMMUNICATIONS** ***[Discussion]***
(December 17, 2014 – December 31, 2014)

1. Letter from Local 798 to the Commission dated 12/17/14
2. Letter from Local 798 to the Commission also dated 12/17/14

10. ADJOURNMENT

SAN FRANCISCO FIRE COMMISSION

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Commission Meeting Schedule and Location

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SAN FRANCISCO FIRE COMMISSION

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FIRE COMMISSION REGULAR MEETING
MINUTES

Tuesday, January 8, 2015 – 4:00 p.m.
698 Second Street, Room 102

The audio file has been uploaded onto the Fire Commission Website at.
http://sanfrancisco.granicus.com/MediaPlayer.php?view_id=133&clip_id=21767

President Stephen Nakajo called the meeting to order at 4:05 PM.

1. ROLL CALL

Commission President	Stephen Nakajo	Present
Commission Vice President	Andrea Evans	Excused
Commissioner	Michael Hardeman	Present
Commissioner	Francee Covington	Present
Commissioner	Ken Cleaveland	Present
Chief of Department	Joanne Hayes-White	Present

Mark Gonzales	Deputy Chief – Operations
Ray Guzman	Deputy Chief – Administration
Dale Carnes	Airport Division
Jeff Myers	EMS
Ken Lombardi	Support Services
Shane Francisco	Homeland Security
Raemona Williams	Division of Training
Assistant Chiefs	
Kevin Burke	Division 2
Tom Siragusa	Division 3
Staff	
Clement Yeh -	EMS Medical Director
Mark Corso	CFO
Jesusa Bushong	HR

2. GENERAL PUBLIC COMMENT

Michael Petrelis commented on the SFGOV TV presentation at the 12/16/14 Fire Commission meeting and said he hopes the Commission will embrace moving the meetings to City Hall as it's more convenient for members of the public to attend.. He also commented that something needs to be done about fire trucks responding to medical emergencies. He thinks the Department can look at other ways of getting workers to medical emergency situations without sending a fire truck. There is no need for a fire truck, an ambulance and a fire commander to show up to medical emergencies and that it is expensive.

3. RESOLUTION 2014-02 *[Discussion and possible action]*

Discussion and possible action regarding proposed Resolution 2014-02, pertaining to the goals of Walk San Francisco's Vision Zero Plan

Continued at the call of the President. To be rescheduled for the January 22, 2015 meeting.

4. **APPROVAL OF THE MINUTES** *[Discussion and possible action]*
Discussion and possible action to approve meeting minutes.

a. Minutes from Meeting on October 23, 2014
b. Minutes from the Special Meeting on December 9, 2014
c. Minutes from the Special Meeting on December 23, 2014

Commissioner Hardeman Moved to approve the Minutes. Commissioner Covington Seconded. Motion to Adopt Minutes of Meeting on October 23, 2015 as amended, Special Meeting on December 9, 2014 and Special Meeting on December 23, 2014 was unanimous.

5. **FIRE COMMISSION ANNUAL STATEMENT OF PURPOSE 2015** *[Discussion and possible action]*
Discussion and possible action to adopt the 2015 Annual Statement of Purpose.

Commissioner Covington asked that her fellow Commissioners pay special attention to Item 5 of the Annual Statement of Purpose, that reads "to encourage and support the administration to develop as part of its overall strategic planning effective career development and promotion opportunities for the membership."

Commissioner Covington Moved. Commissioner Hardeman Seconded. Motion to Adopt the 2015 Annual Statement of Purpose was unanimous.

Public Comment:

Mr. Petrelis asked where the document was and stated it would have been great to have the document available before getting up to the microphone. He added that he hoped in the new year the Commission will consider getting more of the documents on the website before the meetings.

6. **REPORT ON FY 2015-2016 CAPITAL BUDGET** *[Discussion and possible action]*
Report from the Department's Chief Financial Officer on the Department's 2015-2016 Capital Budget.

Mark Corso, CFO of Department, presented for the commissions review for approval, the Department's Capital Budget submission. He stated it's separate from the overall budget submission and continued with the background of the process. Attached is a copy of the PowerPoint. http://sf-fire.org/Modules/ShowDocument.aspx?documentID=3809

Mr. Corso went on to describe the issues concerning the Department. He stated that the Department has over 50 facilities that it must maintain and unlike other city departments, people actually live in the fire house facilities 24 hours a day, they sleep and eat there. He added that most of the facilities are old and need updating and repairs and it's through the Capital Budget process that the Department submits it budget to address these issues. He went on to describe the individual facilities that are in need of attention. He talked about the 2010 ESER Bond, the FEMA Grant, the 2014 ESER Bond which is the next round of general obligation bond funding for ESER program and the 2016 Health Bond, which they are working on with Capital Planning with a variety of city agencies. The big portion from the Fire Department's perspective is a new EMS facility. He also mentioned that there is a third ESER Bond scheduled for 2020, and although it's a few years away, it's part of the overall planning of the ESER program.

There was discussion concerning the Chief's official residence which serves as the secondary operation center in the event of a disaster. The electrical system at this facility needs to be upgraded. The windows leak and they're starting to rot, and the building needs to be weatherproofed. The kitchen has not been upgraded since the 1950s, and there are no exhaust fans in the bathrooms.

Commissioner Covington that for Chief's Official Residence to be in such disarray is a concern to her, and she thinks it would be a concern to most of the people in the city who are concerned with preservation of such significant stock of buildings that are historic in nature and asked if the Department has a non-profit arm such as a 501(c)(3). Chief Hayes-White answered that there used to be a group called the "Friends of the SFFD", but her understanding was that it was abandoned around the time the Sunshine Ordinance was passed and there have been no such nonprofits since that time.

Commissioner Covington Moved to approve. Commissioner Hardeman Seconded. Motion to approve the 2015-2016 Capital Budget was unanimous.

Public Comment:
Michael Petrelis requested that the presentations be put on the website, that there is a real need for everyone out in the community to see this information. He mentioned that he knew nothing about the Chief's Residence until this meeting and he thinks the public will be surprised to learn that the Capital Budget is calling for $630,000 to be spent on maintaining and upgrading that site. He was also happy that Commissioner Covington is raising the issue about getting the meetings on TV.

Shon Buford thanked Support Services for identifying the needs and bringing the presentation and the workforce to be able to assist and identify some of these things where the Department can move forward. He added that he hopes that the Department would open up to the station captains when moving forward and allocating some of the money so they could help, let them know what the priorities are for the members. He added there are a lot of things that need to be done so he hopes that there is an increase in the ask for the maintenance fee.

7. CHIEF OF DEPARTMENT'S REPORT *[Discussion]*

REPORT FROM CHIEF OF DEPARTMENT
Report on current issues, activities and events within the Department, including Fiscal Year 2014-2015 budget.

Chief Hayes-White reported since the last Commission meeting on December 16, 2014. She stated that they are in the midst of coordinating a budget committee and Commissioner Cleaveland has volunteered to sit on that committee, as well as 12 members comprised of a variety of ranks that expressed interest in also sitting on the committee and she is open to including all twelve to get their ideas. She touched briefly on the EMS workgroup memo that was prepared by Kate Howard, the Mayor's Budget Director that describes the progress being made. She added that she's anticipating sometime next month beginning an academy class and hoping to have 20 people in the class. Right now she has about nine H-3 Level 1 candidates going through the process, thanks to the help of Deputy Chief Jeff Myers and Jesusa Bushong. She described the hiring process of the per diem H-8 classification.

Chief Hayes-White acknowledged how proud she was of the Division of Training and how they were able to graduate 52 of 54 candidates on December 19th, 2014 and she

looks forward to having another class in the August timeframe based off the new Continuous Testing process.

She talked about the reversal of the Court's decision in the Danner v. CCSF case where 15 plaintiffs, some active some retired in the Department challenged the H-20 examination, based on age discrimination. The judge that heard the case determined that substantial evidence did not exist to support the jury's verdict that the 2008 H-20 exam was not job related, and accordingly, the court granted CCSF's motion for judgment notwithstanding the verdict.

Chief Hayes-White thanked everyone that was involved with the New Year's Eve planning, it was a very busy night but it was a manageable safe night. She acknowledged all the hard work of the command staff as well as all the men and women out on the streets that night.

Chief Hayes-White concluded with the announcement of the new Senior Stationary Engineer that will be starting on January 12, 2015.

Commissioner Covington thanked the Chief and was happy that the 12 members who volunteered to be a part of the budgeting process, will be accommodated. She also complimented the Division of Training and enjoyed the graduation ceremony, and asked if they would be asking for a big academy class for the future. Chief Hayes-White confirmed that they will probably ask for 54 again in the budget.

President Nakajo asked for clarification on the candidates that were notified that they passed the test. Chief Hayes-White stated they will be put on a list, and once the list is certified, it becomes "rule of the list" which means that everyone on the eligible list is considered equal and reachable. She added that because there are so many well-qualified candidates, she gives equal value to secondary criteria including education, experience, work in either the fire or EMS field ahead of time, community involvement and that sort of criteria.. Chief Hayes-White explained the components of the test and the threshold score is 75. For the folks that did not pass, they must wait 6 months before they can take it again.

Commissioner Hardeman expressed delight on the news on the lieutenants' exam Court ruling and was encouraged and delighted after reading the judge's analyses. It really clearly stated how she made her decision.

Commissioner Cleaveland inquired regarding the "Friends of the SFFD" and if it was abandoned because of Sunshine Laws. Chief Hayes-White confirmed that was her belief also.

REPORT FROM OPERATIONS
Report on overall field operations, the Bureau of Fire Prevention & Investigation, Airport Division, Emergency Medical Services and the Division of Emergency Communications.

Chief Gonzales Operations Report covered December 10, 2014 to January 6, 2015. He informed the Commission that there were two greater alarms and a third alarm and the companies did a great job. His report is attached: http://sf-fire.org/Modules/ShowDocument.aspx?documentID=3808

Chief Gonzales touched on some of the projects and activities they are working on, including H-8 per diem, operational procedures and training requirements and how they are going to be implemented. He added that they want to make an educated decision on how many FET's they need, to get to the 80 percent and make the system sustainable. He talked about the spike in calls they recently had. He also talked about EMS operations

and that Assistant Deputy Chief Myers is conducting H-3 Level 1 entry level screening interviews. He added that they are working with Support Services and Capital Planning on the EMS business plan and space requirements for a new EMS facility for Station 49. He acknowledged that 12 of the 19 ambulances have been delivered.

Chief Gonzales stated five members of the Arson Task Force have successfully completed training in the use of DOJ CLETS Record Data Base, which data base provides a resource that enables fire investigators access to conduct thorough and complete investigations for all fire investigations.

President Nakajo asked for confirmation on the total number of H-8 and the H-3 hiring that is projected for February. Chief Gonzales thought it was at least 20, possibly 26. He went on to congratulate Chief Williams for the fine job with the last graduating class. Chief Gonzales acknowledged the hard work of Mike Braun of Central Shops that got the ambulances ready and in the system.

There was discussion in terms of the private ambulances and their arrangement with the SFFD.

Commissioner Hardeman asked about the 26 million ESER Bond and Chief Myers stated that as they started the project moving forward when 2010 ESER Bond passed to put a new firehouse where the fireboats are, the Warriors were going to form a joint venture with us and put a stadium there, but now the Warriors will be building their stadium near the PSB and the Department is back to their original project, which will cost more like 35 million dollars by the time it's done. He added that they will stay in the same location and anticipates building out the back of the current firehouse, which is a historic landmark and building a new addition to that out the back and a longer pier that would house the fireboats and leave the operation right where it is currently.

8. AGENDA FOR NEXT FIRE COMMISSION MEETING ***[Discussion]***
Discussion regarding agenda for the January 22, 2015 regular meeting.

- Resolution for Vision Zero
- Election of Officers
- Discussion only Draft Budget

9. **COMMUNICATIONS** ***[Discussion]***
(December 17, 2014 – December 31, 2014)

1. Letter from Local 798 to the Commission dated 12/17/14
2. Letter from Local 798 to the Commission also dated 12/17/14

10. ADJOURNMENT

President Nakajo adjourned the meeting at approximately 5:48 PM.

SAN FRANCISCO FIRE COMMISSION

Fire Commission Special Meeting
Tuesday, January 20, 2015 - 9:00 a.m.

698 Second Street, Room 221 ■ San Francisco ■ California ■ 94107

AGENDA

Item No.

1. ROLL CALL

President	Stephen A. Nakajo
Vice President	Andrea Evans
Commissioner	Michael Hardeman
Commissioner	Francee Covington
Commissioner	Ken Cleaveland

2. CLOSED SESSION: PUBLIC EMPLOYEE PERFORMANCE EVALUATION OF CHIEF JOANNE HAYES-WHITE *[Discussion]*

A. Public comment on all matters pertaining to the potential closed session.

B. Vote on decision whether to go into closed session.

C. Joanne Hayes-White, Chief of the Fire Department
Pursuant to Admin. Code section 67.10(b); Govt. Code section 54957(b), Govt. Code section 54957.1(a)(5), the Commission may hold a closed session to discuss the evaluation of the Chief (Discussion).

D Vote on whether to disclose discussions if held in Closed Session per Administrative Code §67.12(a).

3. ADJOURNMENT

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SAN FRANCISCO FIRE COMMISSION

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SAN FRANCISCO FIRE COMMISSION

Minutes of Fire Commission Special Meeting
Tuesday, January 20, 2015 - 9:00 a.m.

698 Second Street, Room 221 ■ San Francisco ■ California ■ 94107

President Nakajo called the meeting to order at 9:04 a.m.

Item No.

1. ROLL CALL

Commission President Stephen Nakajo
Commission Vice President Andrea Evans
Commissioner Michael Hardeman
Commissioner Francee Covington
Commissioner Ken Cleaveland

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Also Present:
Cecilia Mangoba, Deputy City Attorney, Labor Team – Counsel to the Commission
Maureen Conefrey, Commission Secretary

2. CLOSED SESSION: PUBLIC EMPLOYEE PERFORMANCE EVALUATION OF CHIEF JOANNE HAYES-WHITE *[Discussion]*

A. Public comment on all matters pertaining to the potential closed session.

B. Vote on decision whether to go into closed session.

President Nakajo called for public comment. No member of the public came forward and President Nakajo closed public comment.

President Nakajo called for a motion to hold Item 2 in Closed Session. Commissioner Francee Covington so Moved. Commissioner Ken Cleaveland Seconded and the motion was unanimously approved.

Closed session commenced at 9:06 a.m.

C. Joanne Hayes-White, Chief of the Fire Department
Pursuant to Admin. Code section 67.10(b); Govt. Code section 54957(b), Govt. Code section 54957.1(a)(5), the Commission may hold a closed session to discuss the evaluation of the Chief (Discussion).

D. Vote on whether to disclose discussions if held in Closed Session per Administrative Code §67.12(a).

The Commission reconvened in Open Session at 11:57 a.m.

Commission Vice President Evans moved to not disclose discussions held in Closed Session. Commissioner Cleaveland seconded. The motion was unanimously approved.

3. ADJOURNMENT

The meeting was adjourned at 11:58 AM

SAN FRANCISCO FIRE COMMISSION

Fire Commission Regular Meeting
Thursday, January 22, 2015 - 4:00 p.m.

698 Second Street, Room 102 ■ San Francisco ■ California ■ 94107

AGENDA

Item No.

1. ROLL CALL

President	Stephen A. Nakajo
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Commissioner	Michael Hardeman
Commissioner	Francee Covington
Commissioner	Ken Cleaveland
Chief of Department	Joanne Hayes-White

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3. APPROVAL OF THE MINUTES ***[Discussion and possible action]***
Discussion and possible action to approve meeting minutes

a. Minutes from the Special Meeting on December 16, 2014.
b. Minutes from the Regular Meeting on January 8, 2015

4. RESOLUTION 2014-02 ***[Discussion and possible action]***
Discussion and possible action regarding proposed Resolution 2014-02, pertaining to the goals of Walk San Francisco's Vision Zero Plan

5. DRAFT OPERATING BUDGET – FISCAL YEARS 2015-2016/ 2016-2017 ***[Discussion]***
Submission of draft operating budget for Commission review and discussion.

6 CHIEF OF DEPARTMENT'S REPORT ***[Discussion]***
REPORT FROM CHIEF OF DEPARTMENT
Report on current issues, activities and events within the Department, including Fiscal Year 2014-2015 budget

REPORT FROM ADMINISTRATION
Report on the Administrative Divisions, Fleet and Facility status, Finance and Support Services within the Department and possible discussion pertaining to Physician's Office Staffing, the Portable Water Supply System and update on the Fireboat

7. AGENDA FOR NEXT FIRE COMMISSION MEETING ***[Discussion]***
Discussion regarding agenda for the February 12, 2015 regular meeting.

9. FIRE COMMISSION ELECTION OF OFFICERS ***[Action]***

a. Nomination and election of Commission President.
b. Nomination and election of Commission Vice-President.

10. ADJOURNMENT

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SAN FRANCISCO FIRE COMMISSION

Fire Commission Regular Meeting - Amended
Thursday, January 22, 2015 - 4:00 p.m.

698 Second Street, Room 102 ■ San Francisco ■ California ■ 94107

AGENDA

Item No.

1. ROLL CALL

President	Stephen A. Nakajo
Vice President	Andrea Evans
Commissioner	Michael Hardeman
Commissioner	Francee Covington
Commissioner	Ken Cleaveland
Chief of Department	Joanne Hayes-White

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2. PUBLIC COMMENT

Members of the public may address the Commission for up to three minutes on any matter within the Commission's jurisdiction and does not appear on the agenda. Speakers shall address their remarks to the Commission as a whole and not to individual Commissioners or Department personnel. Commissioners are not to enter into debate or discussion with a speaker. The lack of a response by the Commissioners or Department personnel does not necessarily constitute agreement with or support of statements made during public comment.

3. APPROVAL OF THE MINUTES *[Discussion and possible action]*
Discussion and possible action to approve meeting minutes

a. Minutes from the Special Meeting on December 16, 2014.
b. Minutes from the Regular Meeting on January 8, 2015

4. RESOLUTION 2014-02 *[Discussion and possible action]*
Discussion and possible action regarding proposed Resolution 2014-02, pertaining to the goals of Walk San Francisco's Vision Zero Plan

5. DRAFT OPERATING BUDGET – FISCAL YEARS 2015-2016/ 2016-2017 *[Discussion]*
Submission of draft operating budget for Commission review and discussion.

6. LEAVE OF ABSENCE *[Discussion and possible action]*
Discussion and possible action to approve Chief of Department's request for leave of absence with pay for two days, Tuesday, February 10, 2015 and Wednesday, February 11, 2015, to attend the Department of Justice, Bureau of Justice's Public Safety Officer Medal of Valor Awards Ceremony. Deputy Chief Mark Gonzales will serve as acting Chief of Department. There will be no cost to the Department for her attendance

7 CHIEF OF DEPARTMENT'S REPORT *[Discussion]*
REPORT FROM CHIEF OF DEPARTMENT
Report on current issues, activities and events within the Department, including Fiscal Year 2014-2015 budget

REPORT FROM ADMINISTRATION
Report on the Administrative Divisions, Fleet and Facility status, Finance and Support Services within the Department and possible discussion pertaining to Physician's Office Staffing, the Portable Water Supply System and update on the Fireboat

8. **AGENDA FOR NEXT FIRE COMMISSION MEETING** ***[Discussion]***

Discussion regarding agenda for the February 12, 2015 regular meeting.

9. **FIRE COMMISSION ELECTION OF OFFICERS** ***[Action]***

   a. Nomination and election of Commission President.
   b. Nomination and election of Commission Vice-President.

10. **ADJOURNMENT**

SAN FRANCISCO FIRE COMMISSION

NOTICE OF COMMISSION PROCEDURES

Commission Meeting Schedule and Location

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SAN FRANCISCO FIRE COMMISSION

FIRE COMMISSION MEETING
MINUTES
Thursday, January 22, 2015 – 4:00 p.m.
698 Second Street, Room 102

President Nakajo called the meeting to order at 4:05 PM.

1. ROLL CALL

Commission President	Stephen Nakajo	Present
Commission Vice President	Andrea Evans	Present
Commissioner	Michael Hardeman	Present
Commissioner	Francee Covington	Present
Commissioner	Ken Cleaveland	Present
Chief of Department	Joanne Hayes-White	Present

Mark Gonzales	Deputy Chief – Operations
Raymond Guzman	Deputy Chief – Administration

ADC s

Ken Lombardi	Support Services
Jeff Myers	EMS
Raemona Williams	Division of Training
Shane Francisco	Homeland Security

Assistant Chiefs

Robert Postel	Division 2
Thomas Siragusa	Division 3

Staff

Mark Corso	CFO
Clement Yeh	EMS Medical Director
Jesusa Bushong	Department Personnel Officer

2. PUBLIC COMMENT

Michael Petrelis, Sunshine advocate was not able to make the meeting but submitted the following to be included in the minutes: "I wish I could watch today's meeting on SFGov TV's web site tomorrow, but you are not yet airing and archiving the meetings. You are expanding transparency by making audiotapes of meetings available on the web, which is laudable, and hope to soon see meetings also on the web. Please put the matter of spending money to get your meetings on SFGov TV up for a vote at the commission before the end of February. Taxpayers need to see and hear your meetings using all new media platforms. Regards, Michael Petrelis".

Kevin Smith offered his assessment for the ongoing Chief's appraisal with the Commission.

Keith Baraka also offered input into the appraisal process and would like to be a part of the review process and stated that he thinks it's important that members are heard from.

Heather Buren offered to assist in the appraisal process.

Shon Buford offered to participate in the review process and will answer any questions the Commission may have.

Dan Casey also echoed the sentiments of his fellow brothers and sisters that have spoken and he thinks it's very important that the Commission get the perspective of people who are doing the job on the front lines, 24 hours a day, seven days a week.

3. **APPROVAL OF THE MINUTES** ***[Discussion and possible action]***
Discussion and possible action to approve meeting minutes

a. Minutes from the Special Meeting on December 16, 2014.
b. Minutes from the Regular Meeting on January 8, 2015

Commissioner Hardeman Moved to approve the Minutes. Commissioner Covington Seconded. Motion to Adopt Minutes as amended of Meeting on December 15, 2014 and January 8, 2015 was unanimous.

4. **RESOLUTION 2014-02** ***[Discussion and possible action]***
Discussion and possible action regarding proposed Resolution 2014-02, pertaining to the goals of Walk San Francisco's Vision Zero Plan

Assistant Chief Michie Wong read the resolution into the record. Megan Weir, Epidemiologist from the San Francisco Department of Public Health was introduced as a major role player in the Vision Zero concept along with SFMTA staff Mari Hunter.

At the suggestion of Vice President Evans, the resolution was renumbered to 2015-01.

Commissioner Covington Moved to adopt the Resolution as amended. Commissioner Hardeman Seconded. Motion to approve Resolution 2015-01 was unanimous.

5. **DRAFT OPERATING BUDGET – FISCAL YEARS 2015-2016/ 2016-2017** ***[Discussion]***
Submission of draft operating budget for Commission review and discussion.

Chief Hayes-White introduced the newly hired Stationary Engineer, Mr. Avo Sarkissian. Mr. Sarkissian gave a brief overview of his work history and his goals for the SFFD.

Mark Corso presented on the Draft Operation Budget, attached: http://sf-fire.org/modules/showdocument.aspx?documentid=3821

He stated that it is not an item for approval, but to initiate an informal discussion on the draft budget which is due to the Mayor's Office on February 23, 2015. Once the budget is submitted to the Mayor's Office, they submit it through Charter requirement to the Board of Supervisors for consideration and it is eventually approved in the July/August timeframe. He reviewed the current year budget and the baseline budget for fiscal years 15-16 and 16-17.

He added that they are also continuing to refine the staffing model with regards to retirement analysis and projections going forward and any changes that are requested and approved by the Fire Commission would also be incorporated into the budget submission. He touched on the Mayor's public safety hiring plan and the new five-year financial plan.

Mr. Corso went on to say the 15-16 budget also includes the annualization of Fire Station 4 which is scheduled to open in March. He added that given the overall health of the City, the Department will be proposing some enhancements to it its budget, either restoring funding that's been cut previously or bringing the Department back to meet current levels of service.

He talked about the formation of the Budget Committee which consists of interested members that wished to participate in the budget process as well as Commissioner Cleaveland who volunteered to be on the committee. He stated that what he is presenting is not necessarily an exhaustive list, that there are still a lot of ideas being developed but it's what the Department is proposing to initiate the budget conversation. He described the three options the Commission has for televising their meetings, and depending on what the Commissions' preference is, he would work that into the proposed budget. He went on to describe various aspects of the Department's budget and reasoning behind the figures. He concluded by describing the incident display boards that would be installed in the firehouses which would instantaneously show the dispatch information from the incident, so crews do not have to wait for the dispatch and the tone to go off overhead, they can actually see immediately what the call is, where it is and be able to start their response right away. He added that one has currently been installed in Station 7 and has had positive reviews by the crews.

Commissioner Cleaveland thanked Mr. Corso for the comprehensive report and asked why the Department needs to go through COIT for IT project proposals. He added that he thinks the IT needs of the Department are certainly one of the more critical areas that needs to be upgraded, that, along with better maintenance on a routine basis. He wondered if there was someone in the Controller's office that was an expert on IT needs for the Fire Department. Mr. Corso explained that it's the way the city's budget process has been structured. Any projects over $100,000 need to go through the Controller's committee and that Jesus Mora, the Departments CIO usually attends the IT project proposal meetings with him. Commissioner Cleaveland stated he was delighted to have Mr. Avo Sarkissian on the staff and he absolutely supports additional stationary engineers to monitor the maintenance of the firehouses and other properties. He added that he is also supportive of trying to get an additional analyst to help with procurement.

Commissioner Hardeman complimented Mr. Corso for the analysis that he presented. He also thanked all of the members that volunteered to be on the budget committee, that they have the knowledge and subject matter that might be discussed firsthand.

Commissioner Hardman asked about H-28 training plans. Mr. Corso explained that when they expect unusual amounts of training, there are instances that members are assigned to training in a temporary capacity to deal with students and recruits. In addition, even when those are going on, there might be in-service training of current members that have to be either acquired through the State or performed on an annual basis and are in need of additional recourses for that. Assistant Deputy Chief Williams added that additional staffing will utilize the Treasure Island training facility and based on the NFPA 1403 Code you have to have a minimum staffing of six training instructors whenever the burn simulator is utilized. With the additional staffing, augmented with staff located at the Folsom Street location, we can adequately staff the burn simulator as needed.

Vice President Evans thanked Mr. Corso and stated it's always helpful to get the numbers broken down. She also mentioned that it is imperative that there is some EMS representation on the Budget Committee and she was glad to hear that they were moving in that direction. She also mentioned that she thought all of the engines should be ALS. Mr. Corso agreed, but didn't think there were currently enough paramedics to accomplish that goal immediately, but possibly down the line. Chief Hayes-White also supported that idea, but added that there has been push back from the legislative side of government, as well as the executive branch in that if we're meeting our goals of having a second ALS responder on scene within seven minutes at

the 90th percentile, which is the 30 to 32 range, were pretty much meeting that goal, the question comes back, is it over kill? The thought is to restore it back to 32 and in the next budget cycle do another five. Vice President Evans suggested that the Commission revisit the vehicle plan. Chief Lombardi responded that they're currently working on that plan, along with Station 51. Vice President Evans thought there could be more in the budget and encouraged Mr. Corso to ask for everything at the budget meetings, she's all for asking.

Commissioner Covington thanked Mr. Corso for his presentation. She also supported including more people from the EMS side of the house on the Budget Committee.

President Nakajo thanked Mr. Corso and asked for clarification on the annualization of Fire Station 4. Mr. Corso indicated that the cost is approximately 5.7 million for an engine and truck company. The engine and truck companies at Station 4 are not yet in service, thus a portion of that cost has not been entered. However, it will be said amount in the next two year cycle, because it will be in service for those two years.. President Nakajo asked for further information on where the numbers come from. Mr. Corso explained that because the budget is now submitted two years at a time, the figures are from previous year's budgets. President Nakajo stated he would like to see more diversity on the Department's Budget Committee. He also expressed his enthusiasm that the budget is addressing all of the needs operationally and administratively, and restoring the positions that were previously taken away. President Nakajo asked how different this budget is from the previous year. Mr. Corso anticipates that at the end of the day, this current budget would be higher. President Nakajo concluded with the announcement that the Commission audio recordings from this point forward will be uploaded on the Commission Website.

Mr. Corso added that the only budget item for the Airport Division that they are responsible for is the staffing. The apparatus and equipment is completely funded by the Airport.

Public Comment:

Shon Buford was thankful for the budget analysis and comments. He stated he's happy to be part of the Committee. He suggested rotating one or two more commissioners into the process.

6. LEAVE OF ABSENCE *[Discussion and possible action]*
Discussion and possible action to approve Chief of Department's request for leave of absence with pay for two days, Tuesday, February 10, 2015 and Wednesday, February 11, 2015, to attend the Department of Justice, Bureau of Justice's Public Safety Officer Medal of Valor Awards Ceremony. Deputy Chief Mark Gonzales will serve as acting Chief of Department. There will be no cost to the Department for her attendance

Commissioner Covington so Moved. Commissioner Hardeman Second. Motion to approve Chief of Department's request for leave of absence was unanimous.

7 CHIEF OF DEPARTMENT'S REPORT *[Discussion]*
REPORT FROM CHIEF OF DEPARTMENT
Report on current issues, activities and events within the Department, including Fiscal Year 2014-2015 budget

Chief Hayes-White stated she was delighted to have the Budget Committee and to have a number of people express an interest to learn more about the process, to participate in the process and help advocate during the back and forth that will go on after submission of the budget. She stated that she will reach out to members and get more representatives, including the EMS side. She reported that there will be a class of 20 new H-3 Level 1's EMT's. She

thanked Jesusa Bushong, Jeff Myers and Dr. Terrazas for going through that process. She stated that she had a productive meeting with the heads of ARM and King American. She added that they expressed their support of a closer working relationship with the Department.

REPORT FROM ADMINISTRATION
Report on the Administrative Divisions, Fleet and Facility status, Finance and Support Services within the Department and possible discussion pertaining to Physician's Office Staffing, the Portable Water Supply System and update on the Fireboat

Chief Guzman presented his January 2015 Administration Report attached: http://sf-fire.org/Modules/ShowDocument.aspx?documentID=3838

He reported on the following:

- Station 4 and the Public Safety Building reached substantial completion. The interior and site work punch list is underway and expected to continue through February.
- Station 16 general contractor pre-qualifications have been received and are under review. It is anticipated the move out will begin in April with Engine 16 relocating to Station 51 and Truck 156 relocated to Station 38.
- Design of Station 5 continues. They have conducted outreach to community groups and elected officials, especially with the presentation to District 5 Supervisor, London Breed.
- Station 35 continues to move forward at its current location at Pier 22 ½.
- Station 48, construction of the apparatus structure has begun. There has been a slight delay with anchor problems. He meets with the captains regularly and if there's anything they need, they have his and Chief Lombardi's number and they take care of everything right away, it an open-door policy.
- Division of Training, currently instructors are debriefing from the 11th recruit academy and looking at curriculum and assessing equipment needs and repairs. The have assisted DHR with the H-3 Level 1 skills and PAT assessment earlier in the month.
- EMS Training Division is currently conducting CPR training. In-service training staff is busy working on an upcoming search and rescue module.
- Homeland Security Assistant Deputy Chief Shane Francisco has been busy working with Mark Corso on the AFG grant that was submitted where we asked for extrication gear for all truck companies and five ambulances
- Investigative Services Bureau, Acting Captain Sheila Hunter has been chosen to fulfil the vacant position.
- Fireboat update: There is a four month delay in the project due to a third-party manufacturing issue of a failed portional vibration analysis. He stated they will be seeking a 10 month extension on the grant from FEMA. He proceeded with a brief description of the Fireboat.

Vice President Evans asked about the Drug and Alcohol testing procedures. Chief Guzman stated that due to the fact that the position has been vacant, they haven't had anyone conducting random testing. They just filled the position with Acting Captain Sheila Hunter and she will be implementing the testing immediately. Vice President Evans was surprised to hear that the testing had been suspended. She reminded Chief Guzman that the department was somewhat publicly taken to task for not complying with the drug and alcohol policy so she's glad to see that it's going to get back on track and she suggested that the Commission President get a more detailed update on the Drug and Alcohol policy at a future meeting.

Chief Guzman proceeded with his PWSS presentation. (http://sf-fire.org/Modules/ShowDocument.aspx?documentID=3840

He went into detail surrounding the history, function and location of the City's Portable Water Supply System.

Commissioner Covington inquired as to whether the water in swimming pools maintained by Rec and Park could be used as back up to the PWSS. Chief Hayes-White confirmed that the City has the ability to tap into those sources.

Commissioner Cleaveland asked about the hose tenders and Chief Guzman went on to say that we currently have 4, but he would eventually like to get them for every battalion. The cost of each hose tender is upwards of a million dollars per rig. Commissioner Cleaveland also mentioned the study being conducted by PUC on the PWSS and is interested to see their recommendations.

Commissioner Hardeman talked about the fireboat and how impressed he was when Chief Guzman showed him how the Gleason valve works. He stated that the delays in the fireboat have a lot to do with the needs of our City which are unique compared to other cities, such as hills and the requirement of pumping capacity.

Vice President Evans asked about funding for "community care medicine" if that can be incorporated into the budget. Chief Hayes-White explained that the whole community care medicine piece is incorporated as to be determined during the workgroup and working with DPH because she believes it's going to be a shared cost.

President Nakajo thanked Chief Guzman for his long awaited auxiliary water program report and asked if AWSS is still under the Fire Department's jurisdiction. Chief Guzman replied that no, it was underneath the auspices of PUC. Chief Hayes-White added that the Department has a lot of input in regards to AWSS and she'd like to think that we keep them on their toes in terms of prioritizing the importance of the continued maintenance through the Department's liaison, Chief Lombardi.

8. AGENDA FOR NEXT FIRE COMMISSION MEETING ***[Discussion]***

Discussion regarding agenda for the February 12, 2015 regular meeting.

- Budget discussion and action
- Options for televising Commission Meetings, discussion and possible action

9. FIRE COMMISSION ELECTION OF OFFICERS ***[Action]***

a. Nomination and election of Commission President.
b. Nomination and election of Commission Vice-President.

President Nakajo continued this item to Commission meeting on February 26, 2015.

10. ADJOURNMENT

President Nakajo adjourned the meeting in memory of Firefighter Terry Dailey at approximately 6:36 PM.

SAN FRANCISCO FIRE COMMISSION

FIRE COMMISSION SPECIAL MEETING
Thursday, January 29, 2015 - 11:00 a.m.
698 Second Street, Room 102, San Francisco, CA 94107

AGENDA

Item No.

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1. ROLL CALL

President	Stephen A. Nakajo
Vice President	Andrea Evans
Commissioner	Michael Hardeman
Commissioner	Francee Covington

2. **CASE NO. 2014-02: HEARING ON EMPLOYEE DISCIPLINE CHARGES, INCLUDING CONSIDERATION OF A PROPOSED STIPULATION AND POSSIBLE COMMISSION DELIBERATIONS AND ACTION CONCERNING VERIFIED COMPLAINT FILED BY CHIEF OF DEPARTMENT AGAINST MEMBER, DATED MAY 23, 2014, FOR VIOLATIONS AS FOLLOWS:**

- Section 1103 – Responsibilities
- Section 1126 – Motor Vehicle Laws
- Section 2801 – Thorough Knowledge
- Section 2805 – Leadership
- Section 2808 – Welfare of Subordinates
- Section 2817 – Reports
- Section 2821 – Assume Full Responsibility
- Section 3921 – Inattention to Duty
- Section 4004 – Investigation Process; (D) Cooperating with Investigation
- Command Post Operations Manual – Section 4 (Company Officers)
- Vehicle Operations Manual – Section 3 – Right of Way

This case may be heard in Closed Session pursuant to Government Code Section 54957(b) and San Francisco Administrative Code Section 67.10(b).

A. Public Comment on Special Meeting Agenda Item; Possible Closed Session

Members of the public may comment on all matters pertaining to Agenda Item No. 2. and whether to consider the matter in Closed Session. [Government Code §54954.3(a), Administrative Code §67.15(b)]

B. Votes on Closed Session

1. Whether to hold the hearing on the verified complaint in Closed Session *[Action]*

2. Whether to conduct deliberations in Closed Session *[Action]*

C. Hearing and Deliberations

1. Hearing on verified complaint (in open or Closed Session, per the Commission's vote)

2. Deliberations and possible action on charges (in open or Closed Session, per the Commission's vote) *[Discussion and Possible Action]*

D. If Closed Session is held, reconvene in Open Session

1. Report any action taken in Closed Session as specified in California Government Code Section 54957.1(a)(5) and San Francisco Administrative Code section 67.12(b)(4)

2. Vote to elect whether to disclose any or all discussions held in Closed Session, as specified in San Francisco Administrative Code Section 67.12(a) *[Action]*

3. ADJOURNMENT

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SAN FRANCISCO FIRE COMMISSION

MINUTES OF FIRE COMMISSION SPECIAL MEETING
January 29, 2015 – 11:00 AM
698 Second Street, Room 102, San Francisco, CA 94107

President Nakajo called the meeting to order at 11:05 a.m.

Item No.
1. **ROLL CALL**

President	Stephen A. Nakajo
Vice President	Andrea Evans
Commissioner	Michael Hardeman
Commissioner	Francee Covington

Also Present:
Zachary Porianda, Deputy City Attorney, Government Team – Counsel to the Commission
Maureen Conefrey, Commission Secretary
Daniel P. Thompson, Attorney representing Member
Lisa Berkowitz, Deputy City Attorney, Labor Team – Counsel to the Department
Stephen V. Giacalone, Director of Local 798
Dawn Sandner, Court Reporter

1. **CASE NO. 2014-02: HEARING ON EMPLOYEE DISCIPLINE CHARGES, INCLUDING CONSIDERATION OF A PROPOSED STIPULATION AND POSSIBLE COMMISSION DELIBERATIONS AND ACTION CONCERNING VERIFIED COMPLAINT FILED BY CHIEF OF DEPARTMENT AGAINST MEMBER, DATED MAY 23, 2014, FOR VIOLATIONS AS FOLLOWS:**

- Section 1103 – Responsibilities
- Section 1126 – Motor Vehicle Laws
- Section 2801 – Thorough Knowledge
- Section 2805 – Leadership
- Section 2808 – Welfare of Subordinates
- Section 2817 – Reports
- Section 2821 – Assume Full Responsibility
- Section 3921 – Inattention to Duty
- Section 4004 – Investigation Process; (D) Cooperating with Investigation
- Command Post Operations Manual – Section 4 (Company Officers)
- Vehicle Operations Manual – Section 3 – Right of Way

This case may be heard in Closed Session pursuant to Government Code Section 54957(b) and San Francisco Administrative Code Section 67.10(b).

A. Public Comment on Special Meeting Agenda Item; Possible Closed Session

Members of the public may comment on all matters pertaining to Agenda Item No. 2, and whether to consider the matter in Closed Session. [Government Code §54954.3(a), Administrative Code §67.15(b)]

President Nakajo called for public comment. No member of the public came forward and President Nakajo closed public comment.

B. Votes on Closed Session

1. Whether to hold the hearing on the verified complaint in Closed Session ***[Action]***

2. Whether to conduct deliberations in Closed Session ***[Action]***

President Nakajo called for a motion to hold deliberations in Closed Session. Vice President Evans so Moved, Commissioner Hardeman Seconded and the motion was unanimously approved. (4-0; Evans, Nakajo, Hardeman, Covington)

The Commission held deliberations in Closed Session at 11:11 a.m.

C. Hearing and Deliberations

1. Hearing on verified complaint (in open or Closed Session, per the Commission's vote)

2. Deliberations and possible action on charges (in open or Closed Session, per the Commission's vote) ***[Discussion and Possible Action]***

D. If Closed Session is held, reconvene in Open Session

1. Report any action taken in Closed Session as specified in California Government Code Section 54957.1(a)(5) and San Francisco Administrative Code section 67.12(b)(4)

The Commission reconvened in Open Session to report action taken at 11:30 a.m.

Action Taken:
By unanimous vote of members present (4-0: Evans, Nakajo, Hardeman, Covington), the Commission approved the Stipulation and Proposed Action by Commission presented by Counsel for the Member and Counsel for Department.

There was no public comment

2. Vote to elect whether to disclose any or all discussions held in Closed Session, as specified in San Francisco Administrative Code Section 67.12(a) ***[Action]***

By unanimous vote of members present (4-0: Evans, Nakajo, Hardeman, Covington) the Commission voted to not disclose discussions held in Closed Session.

There was no public comment

3. ADJOURNMENT

The meeting was adjourned at 11:35

SAN FRANCISCO FIRE COMMISSION

FIRE COMMISSION SPECIAL MEETING
February 4, 2015 – 9:30 AM
698 Second Street, Room 102, San Francisco, CA 94107

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AGENDA

Item No.
1. **ROLL CALL**

Commissioner Michael Hardeman, Hearing Officer

2. **CASE NO. 2014-05: HEARING ON SUSPENSION APPEAL**

Hearing on employee suspension appeal in accordance with Article 40, Section 4005 of the Rules and Regulations. The appeal is from a 4-day suspension for violation of the Rules and Regulations as follows:

Section 3919 – Proper Behavior
Section 3924 – Disobedience
Section 3925 -- Insubordination

This case may be heard in Closed Session pursuant to Government Code Section 54957(b) and San Francisco Administrative Code Section 67.10(b).

A. Public comment on all matters pertaining to Agenda Item 2, including anything pertaining to the suspension appeal and whether to hold the hearing in closed session

B. Decision by Hearing Officer on whether to hold the hearing in closed session

C. Hearing on suspension appeal (in open or closed session per the Hearing Officer's decision)

D. If closed session is held, reconvene in open session

3. **ADJOURNMENT**

No. 2014-05

SAN FRANCISCO FIRE COMMISSION

Fire Commission Special Meeting

Wednesday, February 11, 2015 - 10:00 a.m.

698 Second Street, Room 221 ■ San Francisco ■ California ■ 94107

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AGENDA

Item No.

1. ROLL CALL

President	Stephen A. Nakajo
Vice President	Andrea Evans
Commissioner	Michael Hardeman
Commissioner	Francee Covington
Commissioner	Ken Cleaveland

2. CLOSED SESSION: PUBLIC EMPLOYEE PERFORMANCE EVALUATION OF CHIEF JOANNE HAYES-WHITE *[Discussion]*

A. Public comment on all matters pertaining to the potential closed session.

B. Vote on decision whether to go into closed session.

C. Joanne Hayes-White, Chief of the Fire Department
Pursuant to Admin. Code section 67.10(b); Govt. Code section 54957(b), Govt. Code section 54957.1(a)(5), the Commission may hold a closed session to discuss the evaluation of the Chief (Discussion).

D Vote on whether to disclose discussions if held in Closed Session per Administrative Code §67.12(a).

3. ADJOURNMENT

SAN FRANCISCO FIRE COMMISSION

NOTICE OF COMMISSION PROCEDURES

Commission Meeting Schedule and Location

The Fire Commission meets regularly on the 2nd and 4th Thursday of each month at Fire Department Headquarters, Room 102, 698 Second Street, San Francisco. The Commission does not meet the week after Thanksgiving or between December 24th and December 31st.

Commission Office

The Fire Commission Office is located at 698 Second Street, Room 220, San Francisco, CA 94107. The Fire Commission telephone number is (415) 558-3451; the fax number is (415) 558-3413. The web address is www.sfgov.org/fire_comm/. Office hours are from 8:30 a.m. to 5:00 p.m., Monday through Friday.

Language Access

Per the Language Access Ordinance (Chapter 91 of the San Francisco Administrative Code), Chinese, Spanish and or Filipino (Tagalog) interpreters will be available upon requests. Meeting Minutes may be translated, if requested, after they have been adopted by the Commission. Assistance in additional languages may be honored whenever possible. To request assistance with these services please contact the Commission Secretary at (415) 558-3451, or fire.commission@sfgov.org at least 48 hours in advance of the hearing. Late requests will be honored if possible.

Information on Disability Access

The Fire Commission meeting room is wheelchair accessible. The closest accessible MUNI lines serving the Commission's meeting location and Office are the 15 Third, 42 Downtown Loop, and N Judah (Second and King Streets stop). Additional lines serving this location are the 30 Stockton and 45 Union. For more information about MUNI accessible services, call (415) 923-6142.

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Policy on use of Cell Phones, Pagers and Similar Sound-Producing Electronic Devices at and During Public Meetings

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Documents for Public Inspection

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Know Your Rights Under The Sunshine Ordinance
(Chapter 67 of the San Francisco Administrative Code)

Government's duty is to serve the public, reaching its decisions in full view of the public. Commissions, boards, councils and other agencies of the City and County exist to conduct the people's business. This ordinance assures that deliberations are conducted before the people and that City operations are open to the people's review. For more information on your rights under the sunshine ordinance or to report a violation of the ordinance, contact the sunshine ordinance task force. You may contact the current Sunshine Ordinance Task Force Administrator, Frank Darby, Jr., as follows: Sunshine Ordinance Task Force, City Hall, Room 244, 1 Dr. Carlton B. Goodlett Place, San Francisco, CA 94102-4689, Phone: (415) 554-7724, Fax: (415) 554-5784, E-mail: sotf@sfgov.org. Copies of the Sunshine Ordinance can be obtained from the Clerk of the Sunshine Task Force, the San Francisco Public Library and on the City's Web site at http://www.sfgov.org.

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SAN FRANCISCO FIRE COMMISSION

Minutes of Fire Commission Special Meeting
Wednesday, February 11, 2015 - 10:00 a.m.

698 Second Street, Room 221 ■ San Francisco ■ California ■ 94107

President Nakajo called the meeting to order at 10:06 a.m.

Item No.

1. ROLL CALL

Commission President Stephen Nakajo
Commission Vice President Andrea Evans
Commissioner Michael Hardeman
Commissioner Francee Covington
Commissioner Ken Cleaveland

Also Present:
Cecilia Mangoba, Deputy City Attorney, Labor Team – Counsel to the Commission
Maureen Conefrey, Commission Secretary

2. CLOSED SESSION: PUBLIC EMPLOYEE PERFORMANCE EVALUATION OF CHIEF JOANNE HAYES-WHITE *[Discussion]*

A. Public comment on all matters pertaining to the potential closed session.

B. Vote on decision whether to go into closed session.

President Nakajo called for public comment. No member of the public came forward and President Nakajo closed public comment.

President Nakajo called for a motion to hold Item 2 in Closed Session. Commissioner Michael Hardeman so Moved. Commission Vice President Andrea Evans Seconded and the motion was unanimously approved.

Closed session commenced at109:07 a.m. The Commission took a break from 10:48 a.m. to 11:03 a.m.

C. Joanne Hayes-White, Chief of the Fire Department
Pursuant to Admin. Code section 67.10(b); Govt. Code section 54957(b), Govt. Code section 54957.1(a)(5), the Commission may hold a closed session to discuss the evaluation of the Chief (Discussion).

D. Vote on whether to disclose discussions if held in Closed Session per Administrative Code §67.12(a).

The Commission reconvened in Open Session at 11:56 a.m.

Commission Vice President Evans moved to not disclose discussions held in Closed Session. Commissioner Ken Cleaveland seconded. The motion was unanimously approved.

3. ADJOURNMENT

The meeting was adjourned at 11:56 AM

SAN FRANCISCO FIRE COMMISSION

Fire Commission Regular Meeting
Thursday, February 12, 2015 - 4:00 p.m.

698 Second Street, Room 102 ■ San Francisco ■ California ■ 94107

AGENDA

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Item No.

1. ROLL CALL

President	Stephen A. Nakajo
Vice President	Andrea Evans
Commissioner	Michael Hardeman
Commissioner	Francee Covington
Commissioner	Ken Cleaveland
Chief of Department	Joanne Hayes-White

2. GENERAL PUBLIC COMMENT

Members of the public may address the Commission for up to three minutes on any matter within the Commission's jurisdiction and does not appear on the agenda. Speakers shall address their remarks to the Commission as a whole and not to individual Commissioners or Department personnel. Commissioners are not to enter into debate or discussion with a speaker. The lack of a response by the Commissioners or Department personnel does not necessarily constitute agreement with or support of statements made during public comment.

3. APPROVAL OF THE MINUTES ***[Discussion and possible action]***
Discussion and possible action to approve meeting minutes.

a. Minutes from the Special Meeting on January 20, 2015
b. Minutes from the Regular Meeting on January 22, 2015

4. PRESENTATION BY THE BUREAU OF EQUIPMENT
Presentation by Captain Anthony Rivera on the Bureau of Equipment

5. OPERATING BUDGET-FISCAL YEARS 2015-2016/2016-2017 ***[Discussion and possible action]***
Discussion and possible action to adopt the Fire Department's Operating Budget for Fiscal Years 2015-2016 and 2016-2017.

6. DISCUSSION ON OPTIONS FOR BUDGETING FOR TELEVISING FUTURE FIRE COMMISSION MEETINGS: (Discussion)

7. CHIEF OF DEPARTMENT'S REPORT ***[Discussion]***

REPORT FROM CHIEF OF DEPARTMENT
Report on current issues, activities and events within the Department, including Fiscal Year 2014-2015 budget.

REPORT FROM OPERATIONS
Report on overall field operations, the Bureau of Fire Prevention & Investigation, Airport Division, Emergency Medical Services and the Division of Emergency Communications.

8. **AGENDA FOR NEXT FIRE COMMISSION MEETING** *[Discussion]*
Discussion regarding agenda for the February 26, 2015 regular meeting.

9. **ADJOURNMENT**

SAN FRANCISCO FIRE COMMISSION

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SAN FRANCISCO FIRE COMMISSION

FIRE COMMISSION REGULAR MEETING
MINUTES
Thursday, February 12, 2015 – 4:00 p.m.
698 Second Street, Room 102

The audio file has been uploaded onto the Fire Commission Website at.
http://sanfrancisco.granicus.com/MediaPlayer.php?view_id=133&clip_id=22072

President Stephen Nakajo called the meeting to order at 4:05 PM and made a change to the order of the agenda items, moving item 6 to follow item 7.

1. ROLL CALL

Commission President	Stephen Nakajo	Present
Commission Vice President	Andrea Evans	Excused
Commissioner	Michael Hardeman	Present
Commissioner	Francee Covington	Present
Commissioner	Ken Cleaveland	Present
Chief of Department	Joanne Hayes-White	Present

Mark Gonzales	Deputy Chief – Operations
Ray Guzman	Deputy Chief – Administration
Dale Carnes	Airport Division
Ken Lombardi	Support Services
Shane Francisco	Homeland Security
Michie Wong	Prevention
Raemona Williams	Division of Training
Assistant Chiefs	
Robert Postel	Division 2
Tom Siragusa	Division 3
Staff	
Clement Yeh	EMS Medical Director
Mark Corso	CFO
Jesusa Bushong	HR

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2. GENERAL PUBLIC COMMENT

Michael Petrelis objected to the changing of the agenda. He stated he specifically came to the meeting for Item 6 and that the Commission should respect the public and the agenda should be kept as is. He stated that fire reports are not posted online and that means the dozen of people who were displaced at the end of January in the fatal fire at Mission and 22nd Street, are going to have to file a request for the report. He added that he has been advocating since 2012 that the Department come into the modern age and post all fire reports on the website.

John Darmanin spoke as a private individual, but for the record stated he is the Captain of the Arson Task Force. He stated he has concerns about his staff. They go above and

beyond working very hard and are being forced to work overtime because there is not enough staff to maintain a proper level at the Arson Unit. He added that the Department has been very responsive, but they have fallen short of that is needed. He stated that they need help now.

Fred Walsh, retired captain of SFFD, now teaches the high-rise fire safety class with Tom Murray and Jim Cavallini. He spoke about all the good things that don't make the paper, such as the 1100 building engineers in the City that have taken the course. He said the building engineers are on top of their game because the three of them come from a suppression background. He acknowledged the Fire Marshal has been real helpful on making sure they're up to snuff and making sure their curriculum in the book is up to current standards. He concluded by thanking Chief Hayes-White and members of the Department for supporting them out in the field.

4. APPROVAL OF THE MINUTES ***[Discussion and possible action]***
Discussion and possible action to approve meeting minutes.

a. Minutes from the Special Meeting on January 20, 2015
b. Minutes from the Regular Meeting on January 22, 2015

Commissioner Hardeman Moved to approve the Minutes. Commissioner Cleaveland Seconded. Motion to Adopt Minutes of Special Meeting on January 20, 2015 was unanimous, Motion to adopt Regular Meeting on January 22, 2015 as amended, was unanimous.

4. PRESENTATION BY THE BUREAU OF EQUIPMENT
Presentation by Captain Anthony Rivera on the Bureau of Equipment

The Power Point Presentation is attached: http://sf-fire.org/Modules/ShowDocument.aspx?documentID=3864

Chief Hayes-White introduced Captain Tony Rivera. She noted that Captain Rivera has done a phenomenal job and he takes his job very seriously at the Bureau of Equipment. She added that she was happy to report that all 19 ambulances are here ahead of schedule and are on the street because of the good work of Chief Lombardi, Captain Rivera and his crew.

President Nakajo added that the request to have Captain Rivera come from the Bureau of Equipment is probably the first time they have presented and he thinks it's really important for the Commissioners and the Department to understand the important nature and contributions of the Bureau of Equipment, as well as Central Shops.

Captain Rivera stated he's been with the Department for 23 years, and spent most of his career in the field working in the district stations and parts of the Tenderloin and North Beach areas. He started at the Bureau of Equipment approximately a year and a half ago, and one of his main concerns was to try and streamline the BOE, which affects every firefighter in the Department and make the BOE more efficient and user friendly. He went on to describe the Department organizational chart. He stated that he manages over 300 apparatus. They also do research and development of new equipment that they test within the Department. He went on to explain in detail the responsibilities and duties

required by the BOE. He concluded by stating with new technology and innovations, they have implemented certain adjustments to reduce the size of the vehicles and they will continue to research ways to reduce the vehicles profile.

Commissioner Cleaveland thanked Captain Rivera for his presentation and thought it was very good and something he thought we all need to be aware of. He asked Captain Rivera what the Department's equipment needs are. Captain Rivera stated he would like an additional mobile mechanic and an officer manager. Commissioner Cleaveland asked for clarification on the SAFE boat and Captain Rivera explained it's the brand name and is part of the rescue fleet and is the larger boat of the fleet.

Vice President Evans thanked Captain Rivera for his presentation. She added that she could tell that he takes a lot of pride in his work and that he has obviously gone to great lengths to get savings and extra equipment for the department.

Commissioner Hardeman thanked Captain Rivera for his innovative report.

Commissioner Covington thanked Captain Rivera and stated that she thought his presentation was very comprehensive and wanted him to pass on her gratitude and compliments to the people who work with him and acknowledged how he has maximized the Department's dollars. There was discussion on the LED remote lighting for the Pelican.

President Nakajo thanked Captain Rivera and acknowledged how serious he takes his position and how much pride he shows. They touched on the BOE facility at 2501 25th Street, and Captain Rivera invited the Commissioners to visit the facility.

Public Comment:

Michael Petrelis thought it was a great report. He commented that the tax payers that are not at the meeting are not seeing this report because the meeting is not televised. He mentioned that he loved knowing the reusable ambulance body is kept and the back end only gets changed. He also has concerns about the decibel level and duration of sirens.

Shon Buford stated he thought it was a great presentation. He added that there is good dialogue between Captain Rivera and the station captains and a lot of officers are happy he's the Captain of BOE. He also thanked Support Services for allowing him to be able to be the officer he is down at BOE.

5. OPERATING BUDGET-FISCAL YEARS 2015-2016/2016-2017 ***[Discussion and possible action]***

Discussion and possible action to adopt the Fire Department's Operating Budget for Fiscal Years 2015-2016 and 2016-2017.

Chief Hayes-White introduced CFO Mark Corso and acknowledged his diligence and professionalism through the budget process. She reminded the Commission that this is the first year in a number of years that the Department has not been asked to reduce their operating budget.

Mark Corso gave an update on the Department's budget proposal. Attached is the Presentation and supporting documents: http://sf-fire.org/Modules/ShowDocument.aspx?documentID=3874
http://sf-fire.org/Modules/ShowDocument.aspx?documentID=3873
http://sf-fire.org/Modules/ShowDocument.aspx?documentID=3872

He gave a brief overview of the time frame related to the budget, and added that February 23, 2015 is the deadline for city departments to submit their budgets to the Mayor's office. He added that the total budget for 2015-2016 is 350 million dollars. He gave an overview of the major changes. He stated that the Mayor's public safety hiring plan is currently in effect and incorporated in the current budget is an August H-2 firefighter academy in both years and it's anticipated to continue into the 2020 fiscal year. In addition, as part of the Mayor's five-year financial plan that was released, there was approval for an additional second academy class for fiscal year 2016-2017. Also, the 2015-2016 budget annualizes the impacts to the staffing model of Fire Station 4, which is scheduled to open in March, which adds nine daily bodies working per day in a 24-hour capacity. He stated that the Mayor announced last week that an academy class of approximately 40 members will begin most likely in March. He touched upon the budget and how it incorporates additional needs of other divisions in the Department, including Investigations, Fire Prevention, IT, training, planning, Bureau of Equipment, Finance and other enhancements outlined in his presentation. He went on to explain the small fee increases required for cost recovery. He touched upon the recruitment and finance and he'll be requesting two additional uniformed personnel to assist with recruitment efforts, similar to what the Police Department has done with uniformed presence as well as assistance with contracts and procurement.

Commissioner Cleaveland thanked Mr. Corso for his very comprehensive budget presentation. He inquired regarding the enhancements for Homeland Security. Mr. Corso answered that they're looking to get funding from the Federal Government that could possibly back fill some of the costs. Commissioner Cleaveland liked the idea of having uniformed firefighters doing the recruitment for future recruits. He added that we need to make sure we have a very robust and healthy EMS division. He asked what an H-43 Section Chief does. Mr. Corso stated they are involved with supervising all aspects of Station 49, the day to day operations.

Vice President Evans thanked Mr. Corso and was heartened to see some additional requests for the Finance Department, as it's too much work for one person. She followed up on clarification on fees that the Department charges for planning and permits, can it only be used to support the Bureau of Fire Prevention? Mr. Corso explained that in theory, even though it's in the overall general fund budget, the Bureau of Fire Prevention is essentially an enterprise department where it essentially funds itself. She asked Mr. Corso if he was asking the Commission to approve the base budget including the enhancements or just the 2015-2016 budget. Mr. Corso answered that for sure it would be the request to approve the base budget and that would satisfy the February 23rd requirement, and if the Commission is in full support he can include the enhancements as well. Vice President Evans would support submitting the enhancements as well; she does not feel comfortable submitting just the base budget without the enhancements. Chief Hayes-White agreed. Vice President Evans touched on the community peer medicine that was going to be incorporated into one of the enhancement categories, and Mr. Corso

informed her that they are still trying to figure out whether it will be out of DPH's budget or the Fire Department's budget, but it's something the Mayor's office is absolutely interested and committed to pursuing. She was also advocating for the request for additional investigators, and that is another reason why Vice President Evans thinks it's good to the full budget request made public as it give an opportunity to others like the police and the DA's office who also benefit from these positions to advocate with us.

Commissioner Hardeman thanked Mr. Corso and mentioned that the work he does fascinates him. He asked about the budget item for the 3 Airport Battalion Chiefs, if they would be starting in the fall and Mr. Corso stated that was his understanding.

Commissioner Covington thanked Mr. Corso and asked for some prioritization on the list of enhancements. She hoped it would be a concerted effort. Commissioner Covington also touched on the need to increase fees as soon as possible in accordance with DBI and to pass those costs on to the end user. Mr. Corso explained the formula for increasing fees.

President Nakajo thanked Mr. Corso and asked for clarification on what he wanted approved. Mr. Corso explained the options.

Commissioner Covington moved to approve the budget. Commissioner Cleaveland Seconded. Motion to approve the budget with enhancements as presented was unanimous.

There was no public comment.

6. DISCUSSION ON OPTIONS FOR BUDGETING FOR TELEVISING FUTURE FIRE COMMISSION MEETINGS: (Discussion)

Commissioner Cleaveland started the discussion by stating he was surprised that the meetings are not televised. He thinks the Fire Commission is one of the more important Commissions in the City. He feels that we should be an open government and the Commission meetings should be as widely available to the public as possible. He recommends that it's made a priority, for the installation of hardware that's necessary in the current Commission room so the meetings can be televised. He added that the cost should be added to the budget being submitted to the Mayor's office.

Vice President Evans stated she thinks the meetings are more accessible to members of the public at City Hall, particularly on game days when it's just a challenge to get to the current venue.

President Nakajo gave a brief history of his early days as a Commissioner and the different locations meetings were held. He brought up the fact that currently, SFGOV TV does not have many date and time slots available for live airing. He stated that in the 20 years that he's been a Fire Commissioner, they have tried to improve the minutes to reflect what happens at the meetings and post them online. And most recently, the secretary has been posting the audio recordings on the Commission Website in the spirit of transparency. He added that he is all for transparency, but he needs to be convinced as to time, place, locality and if you're going to be streamed with a tape delay, that isn't live. He stated that his vision is more on cost effect within the building and more

importantly, if emergencies come up, he knows that in this facility we can go upstairs to the second floor where the Department Operations Center is and deal with the emergency immediately.

Commissioner Covington stated when she looks at the cost to outfit the Fire Commission room with hardware, the figure is about $203,000.00. She stated that when presentations are being done at the table, people can't really see them as their backs are to the audience and the speaker doesn't have a microphone. She added that with television equipment you have an incredible amount of built in obsolescence and the figure is not forever and it's not being shared by other departments. Whereas a move to City Hall, the costs are shared between all of the departments and we don't have to worry about mounting an effort to always have the state of the art equipment here. She added that it would be better at City Hall if we are serious about getting information out to the public, even if it's on tape delay because people can watch it. Commission Covington thinks that more citizens would be advocating for the Department and our budget if they were privy to the information that is presented at the meetings. She also stated that it's easier for the public to park in the garage at City Hall and there is no fluctuation in the price as there is around Fire Headquarters. She suggested that perhaps not all of the Command Staff and senior staff needs to be in attendance, and it's something to think about. She also commented that it's not feasible to come into headquarters with the option of setting up to shoot remotely, putting a TV studio in HQ's would be very challenging, and added that the lights would be an issue.

Chief Lombardi stated he thought Commissioner Covington brought up some very valid points and is absolutely correct. He continued that you have never walked into a TV studio with a ceiling this low. If you sat there for three hours you would be blinded by the end of tonight's meeting. It's not feasible to come in here with a package like they're talking about and shoot it remotely. You can do that day in and day out, but the lights would be an issue. He agreed with a lot of the points made by Commissioner Covington. He added we work hard for these budgets, and the people only read about this, some of the negative things in the paper. They don't hear what we're going through because it's not getting out into the public. Those are very valid points. But putting a TV studio in here would be very challenging. Not that it couldn't be done, it would be challenging, and you would be redoing it in five years. Chief Lombardi added that it would be a cost thing, whereas at City Hall they're going to update that technology every year and you're not going to feel that cost. You're only going to feel the operators cost.

Commissioner Cleaveland added that he was happy to hear the comments from his fellow commissioners on the viability and their interest in moving the meetings to City Hall because that is his first choice.

Commissioner Hardeman expressed his concern of having the command staff near the Operations Center. If it is decided to move to City Hall, he thinks the time should be 1:00 or 2:00 p.m. for staffs' convenience. He suggested that the Commissioners should talk to staff and get their opinions on moving to City Hall.

It was suggested that Mark Corso add the more expensive option to the budget and once approved, further discussion and possible decisions can be made.

Public Comment:

Michael Petrelis thanked Ken for bringing this matter up and for Francee for advocating for moving these meetings to City Hall. He touched upon other commissions that have moved their meetings to City Hall. He talked about the benefits of moving to City Hall and they should do what members of the public desire.

7. CHIEF OF DEPARTMENT'S REPORT *[Discussion]*

REPORT FROM CHIEF OF DEPARTMENT
Report on current issues, activities and events within the Department, including Fiscal Year 2014-2015 budget.

Chief Hayes-White acknowledged that it has been a very busy operational period. She touched on the fourth alarm at 22nd and Mission, the second alarm on Hyde Street and the fourth alarm on McAllister. She acknowledged the great work of the incident commander, Chief Postel and members both from the command staff and particularly members from the field did an excellent job in combating those fires. She confirmed that there was one fatality associated with the fourth alarm on Mission Street and one fatality at a single alarm fire at 19th Ave. and Rivera Street. She also touched on the hard work they have been doing on preparing the budget. She acknowledged Commissioner Cleaveland and his hard work on the budget. She stated that she appreciates the work of the volunteers rolling up their sleeves, trying to come up with some of the solutions and learning a lot about the budget process. It has been very valuable.

She stated she held two Department update meetings that were not well attended, but she thinks those that did attend got a lot of information because they had good access to her and her command staff.

She noted that all 19 new ambulances are on the street, which is ahead of schedule. She stated that she got good news during the last operational period that not only are they going to be getting 40 qualified candidates for the H-3 Level 1 EMT's, instead of 20, and the goal is to have that academy class starting around March 23rd. She touched on the August H-2 academy class that will hopefully have 54 recruits attend.

She acknowledged member Jason Cortez, receiving an award for Paramedic of the Year. He and his partner, Tim Finch, literally saved the life of a three-year old boy who was in respiratory distress.

She thanked the Commission for recently adopting the Vision Zero Resolution and touched on her recent trip to Washington D.C.

REPORT FROM OPERATIONS
Report on overall field operations, the Bureau of Fire Prevention & Investigation, Airport Division, Emergency Medical Services and the Division of Emergency Communications,

Chief Gonzalez described the recent fires at Mission and 22nd Street, the Hyde Street fire and the 19th Avenue fire. He commended the members of the Department and noted they did a very good job, along with Chief Burke and Chief Postel.

He touched on the developments of the hiring of the H-8 per diems and the H-3 Level 1's.

He mentioned some upcoming activities they are planning for, such as the President of United States visit to SF and next year's super bowl.

He mentioned that he and Chief Wong have been working closely with Supervisor Campos and Supervisor Kim related to the people that were displaced from the previously mentioned fires.
He touched on the online inspection program and how they're looking to be more technology friendly, and looking at modeling what the Department of Building Inspection has.

Commissioner Cleaveland asked what the cost of ambulance transport is. Mr. Corso answered it is currently $1,859.00.

Commissioner Hardeman complimented the members at the above-mentioned fires. They all did a great job, including Chief Postel. Chief Hayes-White added that it means a lot to the members when they see the Commissioners at fires and acknowledged that this Commission is very active and they are appreciated.

Vice President Evans also acknowledged the great work of the members at the recent fires and how trained and professional everyone is and how the job gets done as effectively as it gets done. She touched upon the upcoming investigator exam and getting additional support in the meantime. Chief Hayes-White said she would look into that. Vice President Evans asked if Chief Carnes could update the Commission on the FAA annual inspection, and what has happened since the Asiana accident in regards to recommendations that have been implemented and where things stand.

Commissioner Covington also echoed the sentiments of her follow commissioners regarding the incredible work that the members of the Department do. She also wanted to acknowledge the young man who put together the funding effort for the people who were displaced from the Mission Street fire and would like to invite him to be honored at a future Commission meeting.

Public Comment:

Michael Petrelis, expressed his dismay on moving item 6 following item 7 as well as taking so much time praising the members of the Fire Department. He asked for a little respect in terms of sticking to point of the agenda. He stated he thinks the Commissioners should have time limits of 3 minutes on each item.

8. AGENDA FOR NEXT FIRE COMMISSION MEETING ***[Discussion]***
Discussion regarding agenda for the February 26, 2015 regular meeting.

- Election of Officers

9. ADJOURNMENT

President Nakajo adjourned the meeting at approximately 7:30 PM

SAN FRANCISCO FIRE COMMISSION

Fire Commission Special Meeting
Thursday, February 26, 2015 - 2:30 p.m.

698 Second Street, Room 221 ■ San Francisco ■ California ■ 94107

AGENDA

GOVERNMENT DOCUMENTS DEPT
FEB 23 2015
SAN FRANCISCO PUBLIC LIBRARY

Item No.

1. ROLL CALL

President	Stephen A. Nakajo
Vice President	Andrea Evans
Commissioner	Michael Hardeman
Commissioner	Francee Covington
Commissioner	Ken Cleaveland

2. CLOSED SESSION: PUBLIC EMPLOYEE PERFORMANCE EVALUATION OF CHIEF JOANNE HAYES-WHITE ***[Discussion and Possible Action]***

A. Public comment on all matters pertaining to the potential closed session.

B. Vote on decision whether to go into closed session.

C. Joanne Hayes-White, Chief of the Fire Department
Pursuant to Admin. Code section 67.10(b); Govt. Code section 54957(b), Govt. Code section 54957.1(a)(5), the Commission may hold a closed session to discuss the evaluation of the Chief (Discussion and Possible Action).

D Vote on whether to disclose discussions if held in Closed Session per Administrative Code §67.12(a).

3. ADJOURNMENT

SAN FRANCISCO FIRE COMMISSION

NOTICE OF COMMISSION PROCEDURES

Commission Meeting Schedule and Location

The Fire Commission meets regularly on the 2nd and 4th Thursday of each month at Fire Department Headquarters, Room 102, 698 Second Street, San Francisco. The Commission does not meet the week after Thanksgiving or between December 24th and December 31st.

Commission Office

The Fire Commission Office is located at 698 Second Street, Room 220, San Francisco, CA 94107. The Fire Commission telephone number is (415) 558-3451; the fax number is (415) 558-3413. The web address is www.sfgov.org/fire_comm/. Office hours are from 8:30 a.m. to 5:00 p.m., Monday through Friday.

Language Access

Per the Language Access Ordinance (Chapter 91 of the San Francisco Administrative Code), Chinese, Spanish and or Filipino (Tagalog) interpreters will be available upon requests. Meeting Minutes may be translated, if requested, after they have been adopted by the Commission. Assistance in additional languages may be honored whenever possible. To request assistance with these services please contact the Commission Secretary at (415) 558-3451, or fire.commission@sfgov.org at least 48 hours in advance of the hearing. Late requests will be honored if possible.

Information on Disability Access

The Fire Commission meeting room is wheelchair accessible. The closest accessible MUNI lines serving the Commission's meeting location and Office are the 15 Third, 42 Downtown Loop, and N Judah (Second and King Streets stop). Additional lines serving this location are the 30 Stockton and 45 Union. For more information about MUNI accessible services, call (415) 923-6142.

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Policy on use of Cell Phones, Pagers and Similar Sound-Producing Electronic Devices at and During Public Meetings

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Documents for Public Inspection

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Know Your Rights Under The Sunshine Ordinance
(Chapter 67 of the San Francisco Administrative Code)

Government's duty is to serve the public, reaching its decisions in full view of the public. Commissions, boards, councils and other agencies of the City and County exist to conduct the people's business. This ordinance assures that deliberations are conducted before the people and that City operations are open to the people's review. For more information on your rights under the sunshine ordinance or to report a violation of the ordinance, contact the sunshine ordinance task force. You may contact the current Sunshine Ordinance Task Force Administrator, Frank Darby, Jr., as follows: Sunshine Ordinance Task Force, City Hall, Room 244, 1 Dr. Carlton B. Goodlett Place, San Francisco, CA 94102-4689, Phone: (415) 554-7724, Fax: (415) 554-5784, E-mail: sotf@sfgov.org. Copies of the Sunshine Ordinance can be obtained from the Clerk of the Sunshine Task Force, the San Francisco Public Library and on the City's Web site at http://www.sfgov.org.

San Francisco Lobbyist Ordinance

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SAN FRANCISCO FIRE COMMISSION

Minutes of Fire Commission Special Meeting
Thursday, February 26, 2015 - 2:30 p.m.

698 Second Street, Room 221 ■ San Francisco ■ California ■ 94107

President Nakajo called the meeting to order at 2:39 p.m.

Item No.

1. ROLL CALL

Commission President Stephen Nakajo
Commission Vice President Andrea Evans
Commissioner Michael Hardeman
Commissioner Francee Covington
Commissioner Ken Cleaveland

Also Present:
Chief of Department, Joanne Hayes-White
Cecilia Mangoba, Deputy City Attorney, Labor Team – Counsel to the Commission
Maureen Conefrey, Commission Secretary

2. CLOSED SESSION: PUBLIC EMPLOYEE PERFORMANCE EVALUATION OF CHIEF JOANNE HAYES-WHITE

A. Public comment on all matters pertaining to the potential closed session.

B. Vote on decision whether to go into closed session.

President Nakajo called for public comment. No member of the public came forward and President Nakajo closed public comment.

President Nakajo called for a motion to hold Item 2 in Closed Session. Commissioner Ken Cleaveland so Moved. Commission Vice President Andrea Evans Seconded and the motion was unanimously approved.

Closed session commenced at 2:40 p.m.

C. Joanne Hayes-White, Chief of the Fire Department
Pursuant to Admin. Code section 67.10(b); Govt. Code section 54957(b), Govt. Code section 54957.1(a)(5), the Commission may hold a closed session to discuss the evaluation of the Chief.

D. Vote on whether to disclose discussions if held in Closed Session per Administrative Code §67.12(a).

The Commission reconvened in Open Session at 4:00 p.m.

Commissioner Francee Covington moved to not disclose discussions held in Closed Session. Commissioner Ken Cleaveland seconded. The motion was unanimously approved.

3. ADJOURNMENT

The meeting was adjourned at 4:01 PM

SAN FRANCISCO FIRE COMMISSION

Fire Commission Regular Meeting
Thursday, February 26, 2015 - 4:00 p.m.

698 Second Street, Room 102 ■ San Francisco ■ California ■ 94107

AGENDA

Item No.

1. ROLL CALL

GOVERNMENT DOCUMENTS DEPT
FEB 23 2015
SAN FRANCISCO PUBLIC LIBRARY

President	Stephen A. Nakajo
Vice President	Andrea Evans
Commissioner	Michael Hardeman
Commissioner	Francee Covington
Commissioner	Ken Cleaveland
Chief of Department	Joanne Hayes-White

2. PUBLIC COMMENT

Members of the public may address the Commission for up to three minutes on any matter within the Commission's jurisdiction and does not appear on the agenda. Speakers shall address their remarks to the Commission as a whole and not to individual Commissioners or Department personnel. Commissioners are not to enter into debate or discussion with a speaker. The lack of a response by the Commissioners or Department personnel does not necessarily constitute agreement with or support of statements made during public comment.

3. APPROVAL OF THE MINUTES *[Discussion and possible action]*
Discussion and possible action to approve meeting minutes

a. Minutes from the Special Meeting on January 29, 2015
b. Minutes from the Special Meeting on February 11.2015

4 CHIEF OF DEPARTMENT'S REPORT *[Discussion]*
REPORT FROM CHIEF OF DEPARTMENT
Report on current issues, activities and events within the Department, including Fiscal Year 2014-2015 budget

REPORT FROM ADMINISTRATION
Report on the Administrative Divisions, Fleet and Facility status, Finance and Support Services within the Department and possible discussion pertaining to Physician's Office Staffing, the Portable Water Supply System and update on the Fireboat

5. AGENDA FOR NEXT FIRE COMMISSION MEETING *[Discussion]*
Discussion regarding agenda for the March 12, 2015 regular meeting.

6. FIRE COMMISSION ELECTION OF OFFICERS *[Action]*
a. Nomination and election of Commission President.
b. Nomination and election of Commission Vice-President.

7. ADJOURNMENT

SAN FRANCISCO FIRE COMMISSION

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SAN FRANCISCO PUBLIC LIBRARY

SAN FRANCISCO FIRE COMMISSION

FIRE COMMISSION MEETING
MINUTES
Thursday, February 26, 2015 – 4:00 p.m.
698 Second Street, Room 102

The audio recording for the February 26, 2015 meetings has been uploaded to the FC Website at: http://sanfrancisco.granicus.com/MediaPlayer.php?view_id=133&clip_id=22155

President Nakajo called the meeting to order at 4:12 PM.

1. ROLL CALL

Commission President	Stephen Nakajo	Present
Commission Vice President	Andrea Evans	Present
Commissioner	Michael Hardeman	Present
Commissioner	Francee Covington	Present
Commissioner	Ken Cleaveland	Present
Chief of Department	Joanne Hayes-White	Present

Mark Gonzales	Deputy Chief – Operations
Raymond Guzman	Deputy Chief – Administration

ADC' s

Ken Lombardi	Support Services
Raemona Williams	Division of Training
Shane Francisco	Homeland Security
Dale Carnes	Airport Division
Michie Wong	Prevention

Assistant Chiefs

Rex Hale	Division 2
Matthew McNaughton	Division 3

Staff

Mark Corso	CFO
Clement Yeh	EMS Medical Director
Jesusa Bushong	Department Personnel Officer

2. PUBLIC COMMENT

David J. Hawkins, 17-year member of the SFFD urged the hiring of an African American fireboat engineer for the first time in 100 years. He went on to emphasize the importance of this, especially during Black History Month. He also mentioned that the test for this position is a bit sketchy.

3. APPROVAL OF THE MINUTES *[Discussion and possible action]*

Discussion and possible action to approve meeting minutes

a. Minutes from the Special Meeting on January 29, 2015
b. Minutes from the Special Meeting on February 11, 2015

Commissioner Covington moved to approve the Minutes. Commissioner Hardeman seconded. Motion to Adopt Minutes of Meeting on January 29, 2015 and February 11, 2015 was unanimous.

7 **CHIEF OF DEPARTMENT'S REPORT** ***[Discussion]***

REPORT FROM CHIEF OF DEPARTMENT

Report on current issues, activities and events within the Department, including Fiscal Year 2014-2015 budget

Chief Hayes-White introduced Captain Sheila Hunter, the new Captain for the Investigative Services Bureau. Captain Hunter stated she was very pleased to be in the position.

Chief Hayes-White acknowledged the great job Division 3 Chief McNaughton and Acting Division 2 Chief Hale did over the weekend.

She stated that Mark Corso submitted the budget on Monday. It was the base budget submittal with the cover letter from President Nakajo and herself spelling out the importance for not only the base budget but now that the economy has been restored and is recovering, the $11.6 million in enhancements. She is looking for a favorable response to that budget. She acknowledged that there will be ongoing discussions as it gets further into the budget season and thanked the Commission and the Budget Committee for their support and diligence.

Chief Hayes-White stated that regarding EMS, a lot is happening. The Doctor's Office, Jesusa Bushong of HR and her team, as well as Assistant Deputy Chief Myers and Captain Hunter, have been conducting background and medical checks on potential recruits. She added that Chief Myers has been conducting many interviews of candidates that they will be selecting from, for a 40-member class at the end of March. She touched upon the bump up academy and the H-8 per diem pool.

Chief Hayes-White stated that she was asked by Supervisors Breed and Cohen for an audit on the Department's strategic planning, or lack thereof, and the Department's administrative functions, and so a series of interviews have been conducted by the budget analyst and her team. She advised that she was hoping to have a preliminary draft at the end of next month.

Chief Hayes-White stated that in honor of Black History Month, Lt. Erica Arteseros was selected by Supervisor Katy Tang to be acknowledged for her dedication to the NERT program and she highlighted Lt. Arteseros great career.

Chief Hayes-White announced the upcoming promotion ceremony scheduled for the evening of April 23, 2015 at Riordan High School for members that have qualified and received promotions. She also talked about her recent ride-along with Medic 83 and how she would like to participate in more ride-alongs. She further mentioned the upcoming Chines New Year's Parade and the St. Patrick's Day Parade.

Commissioner Cleaveland asked if it's mandatory that all personnel within the Fire Department take the Firefighter Bill of Rights training. Chief Hayes-White stated that it is not mandatory, but it is good practice, particularly for anyone performing an internal investigation.

Commissioner Covington congratulated Lt. Arteseros, the head of NERT, and stated that she completed her NERT training and really enjoyed it. She also thanked the instructors, Lt. Mary Tse, Captain Jenny Nicolson, Firefighter/Paramedic Daniel Casey, Firefighter Gail Reedy, Firefighter Ann Rensi, Lt. Aisha Krieger, Firefighter Douglas Maggio, Lt. Attica Bowden and Firefighter Andrew Murtagh. She stated that they were very encouraging throughout her NERT training.

President Nakajo spoke briefly on the memo prepared by Ben Rosenfield of the Controller's Office to Kate Howard of the Mayor's Budget Office and how it outlined the ambulance workgroup summary and recommendations. He added that it consisted of an update on the ambulance transport response times and review of the groups accomplishment between September of 2014 and January 2015, as well as highlighting the steps along the way. The memo is attached: http://sf-fire.org/Modules/ShowDocument.aspx?documentID=3896

President Nakajo acknowledged the great advocacy of Commissioner Cleaveland and Vice President Evans throughout the EMS workgroup sessions. He reported on the 19 new ambulances within the fleet, staffing flexibilities, coordination between the City Departments and 911 uses, and all the rest of accomplishments and the commitment from the Mayor's office that members of the public need to know about. Chief Hayes-White also made similar acknowledgments in regards to the February 23, 2015 memo and all the work that has been put into the workgroups. She added that they will continue to make improvements conducted by subgroups, including the working relationship the Department now has with the private ambulance companies and they will constantly be monitoring the ambulance response times. Mark Corso addressed some of the questions pertaining to the memo.

Vice President Evans asked if the staffing model that is outlined in the memo assumes the continued use of the private ambulances and if our 80 percent will be comprised of what SFFD is putting into the system. Mr. Corso stated it assumes that the privates would still be staffing at 20 percent market share and it would be anticipated that they would still be dedicating shifts and resources to the 911 system. Chief Hayes-White added that the good work of the workgroup was the ongoing need for data analysis and reconciliation and knowing when more resources are needed in the system based on analysis and on peak periods. Vice President Evans added that she was glad to see improvements in call volume from having the nurse out at 1001 Polk Street.

Vice President Evans touched upon the upcoming investigators exam. Captain Darmanin, who was filling in for Chief Michie Wong confirmed that there's an H-6 Fire Investigators exam on March 5 and he believes there are about 29 candidates that are going to be taking the exam. Vice President Evans supports getting help to the Arson Unit ASAP.

REPORT FROM ADMINISTRATION
Report on the Administrative Divisions, Fleet and Facility status, Finance and Support Services within the Department and possible discussion pertaining to Physician's Office Staffing, the Portable Water Supply System and update on the Fireboat

Chief Guzman reported that the Support Services Division continues to be very busy and that the Station 45 project is substantially on the road to being completed and Station 15 continues to move forward with the hopes of DBI issuing a building permit in the next several weeks. He added that at Station 48, the 4500 square foot apparatus structure has been erected and they are installing electrical and Nederman exhaust extractors. He anticipates a move in date at Station 48 in the April timeframe. He reported that all 19 ambulances from Leader Industries have been delivered and will be in service on February 11th, and acknowledged because of the hard work of Captain Rivera at the BOE, Mike Ron at Central Ships and Irene Ybarra at Station 49, they were able to shave seven weeks of the delivery schedule. Chief Guzman touched on the Division of Training, and that Chief Williams and her staff were gearing up for a six-month and one year testing of the 116th and 117th recruit academy. He talked about the Division of Homeland Security and the preparations for the 2016 Superbowl. He acknowledged that Dr. Terrazas is very busy with the H-3 Level 1 medical backgrounds and the hiring of Dr. Lubell, part time physician. He also acknowledged Acting Captain Sheila Hunter, who has hit the ground running and that she has conducted 55 random alcohol/drug tests, which were all negative. He announced that he anticipates the fireboat delivery date to be February 24, 2016. He thanked Mark Corso for his hard work preparing the budget for submittal.

Commissioner Cleaveland thanked Chief Guzman for this comprehensive report and acknowledged the nice design plans for Station 16. He also mentioned that it is important to lock down a location for Station 49 because he wants to make sure it's on the Health Bond for the 2016 submission deadline. Chief Lombardi confirmed that the DPW architects are currently working behind the scenes and continually working toward that timeline. Commissioner Cleaveland added that in regards to the EMS report, he hopes that the Department will work toward adopting all of the recommendations. He thinks it will be a good move in both funding as well as an efficiency standpoint.

Vice President Evans thanked Chief Guzman and inquired as to when the Department will officially hear from FEMA with regards to the submitted extension for the fireboat. Chief

Guzman stated that FEMA couldn't give him a hard date, but as soon as he finds out, he will let the Commission know.

Commissioner Hardeman complimented Chief Guzman on all of the information he provided.

President Nakajo thanked Chief Guzman and welcomed Captain Hunger to the Fire Commission meeting. He asked Chief Lombardi how the morale of members at station 48 is, as they wait for the modules to be built. Chief Lombardi replied that the last time he was out there it seemed the morale was a lot better, they were more upbeat. President Nakajo asked if at some point, Chief Lombardi could invite the Commissioners for a little field trip to Station 48. Chief Lombardi said absolutely. There was brief discussion on the 49ers Superbowl event. It was suggested that Chief Shane Francisco make a presentation in the fall regarding this event.

8. AGENDA FOR NEXT FIRE COMMISSION MEETING *[Discussion]*

Discussion regarding agenda for the February 12, 2015 regular meeting.

- Airport Presentation
- Options for televising Commission Meetings, discussion and possible action

9. FIRE COMMISSION ELECTION OF OFFICERS *[Action]*

a. Nomination and election of Commission President.

President Nakajo called for nominations for Commission President. President Nakajo nominated Vice President Evans for President. Commissioner Cleaveland seconded and the nomination for Commission President was unanimously approved.

b. Nomination and election of Commission Vice-President.

President Nakajo called for nominations for Commission Vice President. Commissioner Cleaveland nominated Commissioner Covington for Vice President. Commission Vice President Evans seconded and the nomination for Commission Vice President was unanimously approved.

Chief Hayes-White congratulated newly elected President Evans and Vice President Covington and acknowledged Steven Nakajo for his contribution, not only as President in the last year but his love of the Department the last 20 years and thanked him for his leadership and stated she looks forward to working with him as a Commissioner.

10. ADJOURNMENT

President Nakajo adjourned the meeting at approximately 5:17 PM.

SAN FRANCISCO FIRE COMMISSION

FIRE COMMISSION SPECIAL MEETING
February 27, 2015 – 9:30 AM
698 Second Street, Room 102, San Francisco, CA 94107

AGENDA

Item No.

1. **ROLL CALL**

   Commissioner Ken Cleaveland, Hearing Officer

2. **CASE NO. 2014-09: HEARING ON EMPLOYEE DISCIPLINE CONCERNING VERIFIED COMPLAINT FILED BY CHIEF OF DEPARTMENT AGAINST MEMBER, DATED NOVEMBER 10, 2014, FOR VIOLATIONS AS FOLLOWS:**

   - Section 3919 – Proper Behavior
   - Section 3921 – Inattention to Duty
   - Section 3923 – Acts Detrimental to the Welfare of the Department

   This case may be heard in Closed Session pursuant to Government Code Section 54957(b) and San Francisco Administrative Code Section 67.10(b).

   A. Public Comment on Special Meeting Agenda Item; Possible Closed Session

   Members of the public may comment on all matters pertaining to Agenda Item No. 2, and whether to consider the matter in Closed Session. [Government Code §54954.3(a), Administrative Code §67.15(b)]

   B. Decision by Hearing Officer on whether to hold the hearing on the verified complaint in Closed Session

   C. Hearing on verified complaint (in open or Closed Session, per the Hearing Officer's decision)

   D. If Closed Session is held, reconvene in Open Session

3. **ADJOURNMENT**

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SAN FRANCISCO FIRE COMMISSION

NOTICE OF COMMISSION PROCEDURES

Commission Meeting Schedule and Location

The Fire Commission meets regularly on the 2nd and 4th Thursday of each month at Fire Department Headquarters, Room 102, 698 Second Street, San Francisco. The Commission does not meet the week after Thanksgiving or between December 24th and December 31st.

Commission Office

The Fire Commission Office is located at 698 Second Street, Room 220, San Francisco, CA 94107. The Fire Commission telephone number is (415) 558-3451; the fax number is (415) 558-3413. The web address is www.sfgov.org/fire_comm/. Office hours are from 8:30 a.m. to 5:00 p.m., Monday through Friday.

Language Access

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Information on Disability Access

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Policy on use of Cell Phones, Pagers and Similar Sound-Producing Electronic Devices at and During Public Meetings

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Documents for Public Inspection

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Know Your Rights Under The Sunshine Ordinance
(Chapter 67 of the San Francisco Administrative Code)

Government's duty is to serve the public, reaching its decisions in full view of the public. Commissions, boards, councils and other agencies of the City and County exist to conduct the people's business. This ordinance assures that deliberations are conducted before the people and that City operations are open to the people's review. For more information on your rights under the sunshine ordinance or to report a violation of the ordinance, contact the sunshine ordinance task force. You may contact the current Sunshine Ordinance Task Force Administrator, Frank Darby, Jr., as follows: Sunshine Ordinance Task Force, City Hall, Room 244, 1 Dr. Carlton B. Goodlett Place, San Francisco, CA 94102-4689, Phone: (415) 554-7724, Fax: (415) 554-5784, E-mail: sotf@sfgov.org. Copies of the Sunshine Ordinance can be obtained from the Clerk of the Sunshine Task Force, the San Francisco Public Library and on the City's Web site at http://www.sfgov.org.

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SAN FRANCISCO FIRE COMMISSION

FIRE COMMISSION SPECIAL MEETING
March 11, 2015 – 1:00 PM
698 Second Street, Room 102, San Francisco, CA 94107

AGENDA

Item No.
1. ROLL CALL

Commissioner Michael Hardeman, Hearing Officer

2. CASE NO. 2014-05: CONTINUATION ON HEARING ON SUSPENSION APPEAL

This special meeting is a continuation from the February 4, 2015 hearing on employee suspension appeal in accordance with Article 40, Section 4005 of the Rules and Regulations. The appeal is from a 4-day suspension for violation of the Rules and Regulations as follows:

Section 3919 – Proper Behavior
Section 3924 – Disobedience
Section 3925 -- Insubordination

This case may be heard in Closed Session pursuant to Government Code Section 54957(b) and San Francisco Administrative Code Section 67.10(b).

A. Public comment on all matters pertaining to Agenda Item 2, including anything pertaining to the suspension appeal and whether to hold the hearing in closed session

B. Decision by Hearing Officer on whether to hold the hearing in closed session

C. Hearing on suspension appeal (in open or closed session per the Hearing Officer's decision)

D. If closed session is held, reconvene in open session

3. ADJOURNMENT

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SAN FRANCISCO FIRE COMMISSION

FIRE COMMISSION SPECIAL MEETING
March 11, 2015 – 1:00 PM
698 Second Street, Room 102, San Francisco, CA 94107

THIS MEETING HAS BEEN CANCELLED

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No. 2014-05

SAN FRANCISCO FIRE COMMISSION

Fire Commission Regular Meeting
Thursday, March 12, 2015 - 4:00 p.m.

698 Second Street, Room 102 ■ San Francisco ■ California ■ 94107

AGENDA

Item No.

1. ROLL CALL

President	Andrea Evans
Vice President	Francee Covington
Commissioner	Stephen A. Nakajo
Commissioner	Michael Hardeman
Commissioner	Ken Cleaveland
Chief of Department	Joanne Hayes-White

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2. PRESENTATION OF CERTIFICATE OF APPRECIATION
Presentation of Certificate to Mr. Zachary Crockett for his outstanding outreach and dedication to the victims of the Mission and 22nd Street Fire

3. GENERAL PUBLIC COMMENT

Members of the public may address the Commission for up to three minutes on any matter within the Commission's jurisdiction and does not appear on the agenda. Speakers shall address their remarks to the Commission as a whole and not to individual Commissioners or Department personnel. Commissioners are not to enter into debate or discussion with a speaker. The lack of a response by the Commissioners or Department personnel does not necessarily constitute agreement with or support of statements made during public comment.

4. APPROVAL OF THE MINUTES *[Discussion and possible action]*
Discussion and possible action to approve meeting minutes.

a. Minutes from the Regular Meeting on February 12, 2015
b. Minutes from the Special Meeting on February 26, 2015

5. PRESENTATION AND OVERVIEW OF FIELD OPERATIONS AND TRAINING FROM THE AIRPORT DIVISION
Report on current issues, activities and events within the Airport Division

6. DISCUSSION ON OPTIONS FOR BUDGETING FOR TELEVISING FUTURE FIRE COMMISSION MEETINGS: (Discussion and Possible Action)

7. CHIEF OF DEPARTMENT'S REPORT *[Discussion]*

REPORT FROM CHIEF OF DEPARTMENT
Report on current issues, activities and events within the Department, including Fiscal Year 2014-2015 budget.

REPORT FROM OPERATIONS
Report on overall field operations, the Bureau of Fire Prevention & Investigation, Airport Division, Emergency Medical Services and the Division of Emergency Communications,

8. COMMUNICATIONS *[Discussion]*

- Email from Lawanda Anderson
- Email from John Doe

9. AGENDA FOR NEXT FIRE COMMISSION MEETING *[Discussion]*
Discussion regarding agenda for the March 26, 2015 regular meeting.

10. ADJOURNMENT

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SAN FRANCISCO FIRE COMMISSION

FIRE COMMISSION REGULAR MEETING
MINUTES
Thursday, March 12, 2015 – 4:00 p.m.
698 Second Street, Room 102

The audio file has been uploaded onto the Fire Commission Website at.
http://sanfrancisco.granicus.com/MediaPlayer.php?view_id=133&clip_id=22276

President Andrea Evans called the meeting to order at 4:10 PM and made a change to the order of the agenda items, moving item 6 to follow item 7.

1. ROLL CALL

Commission President	Andrea Evans	Present
Commission Vice President	Francee Covington	Present
Commissioner	Stephen Nakajo	Excused
Commissioner	Michael Hardeman	Present
Commissioner	Ken Cleaveland	Present
Chief of Department	Joanne Hayes-White	Present
Mark Gonzales	Deputy Chief – Operations	
Ray Guzman	Deputy Chief – Administration	
Jeff Myers	EMS	
Dale Carnes	Airport Division	
Ken Lombardi	Support Services	
Shane Francisco	Homeland Security	
Michie Wong	Prevention	
Raemona Williams	Division of Training	
Assistant Chiefs		
Robert Postel	Division 2	
Kirk Richardson	Division 3	
Staff		
Clement Yeh	EMS Medical Director	
Mark Corso	CFO	
Jesusa Bushong	HR	

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2. PRESENTATION OF CERTIFICATE OF APPRECIATION

Presentation of Certificate to Mr. Zachary Crockett for his outstanding outreach and dedication to the victims of the Mission and 22nd Street Fire.

Chief Hayes-White introduced Zachary Crockett, as a wonderful San Franciscan and noted what a great job he did in stepping up to help the victims of the January 28, 2015 fire at 22nd and Mission Streets. She acknowledged that Commissioner Covington spearheaded this Agenda Item. She went on to say that what Zachary did and that everyone was so impressed by, is he passed by the fire and saw a lot of people videoing the fire and talking about the challenges the night of the fire, and he went home, and through social media started a "Go Fund Me' website for the 64 victims that were displaced because of the fire and he raised $180,000.00 dollars. The Commissioners

thanked Mr. Crockett and told him how proud they were of him. Mr. Crockett thanked everyone for the certificate.

Public Comment: Michael Petrelis, Mission resident thanked Zachary for what he has done and thanked the Chief and the Commission for recognizing this great example of citizen engagement. He also reached out to attendees at the meeting to let the Red Cross know if they are aware of affordable housing in the City.

3. GENERAL PUBLIC COMMENT

Michael Petrelis stated he thinks a conversation needs to be started about using tax payer funded facilities for the homeless and other members of the public who need to use a bathroom and shower. He suggested that the firehouses could be open during limited hours for this purpose. He asked someone from the Department get in touch with him so he could go take videotape of the shower facility without any personnel being there.

4. APPROVAL OF THE MINUTES *[Discussion and possible action]*
Discussion and possible action to approve meeting minutes.

a. Minutes from the Regular Meeting on February 12, 2015
b. Minutes from the Special Meeting on February 26, 2015

Commissioner Hardeman Moved to approve the Minutes. Commissioner Cleaveland Seconded. Motion to Adopt Minutes of Regular Meeting of February 12, 2015 as amended was unanimous, Motion to adopt Special Meeting Minutes on February 26, 2015, was unanimous.

5. PRESENTATION AND OVERVIEW OF FIELD OPERATIONS AND TRAINING FROM THE AIRPORT DIVISION
Report on current issues, activities and events within the Airport Division

PowerPoint Presentation attached http://sf-fire.org/Modules/ShowDocument.aspx?documentID=3908

Chief Carnes shared his PowerPoint Presentation. He shared some of the facts about the Airport and the target hazards they deal with at the Airport Division. He gave an overview of some of the recent changes and changes that are coming down the pike. He touched upon the challenges currently facing the Division as well as some opportunities that are coming their way.

Chief Carnes stated that the SFFD is the fifth busiest Airport in the US, and they had 47 million passengers going through the airport this year and are expecting approximately 48 million by 2016. He added that it's growing and continues to be a very busy airport. Right now, they average about 1200 flight operations a day, and that's almost entirely commercial aviation. He described what an index E airport is. The FAA issues a level of certification at commercial airports, A through E, with E being assigned to the largest airports. It's based on two things: the size of the aircraft that the airport services, as well as the frequency of those aircraft. He stated that the large commercial aircraft consists of the 747 and the Airbus 380. He added that they have the highest index level which dictates the level of fire protection they're required to provide to keep the airport open and operational. He stated they are required to have a minimum of six-thousand gallons of product, meaning foam and water, spread between three apparatus. He added that as a Division they far exceed that and they have always exceeded that, which sets them out in front of other airports. He added that just like the rest of the Department, his Division isn't all hazard assignment; they don't just concentrate on the airplanes, they're also

responsible for all the structural fire protection and all the other hazards they have to mitigate. In the five square mile area that covers the airport they have approximately a little over five million square feet of structures.

Chief Carnes stated that by 2019 they'll be adding another 24 gates in just one terminal alone, so the airport continues to redefine itself. There's always construction and growth going on at the airport despite being landlocked. About the time they finish rehabbing one terminal, they move to the next terminal.

Chief Carnes added that they do all the structural fire protection, EMS, Marine fire and rescue, hazardous materials, and confined space rescue. He stated they also have a large fuel farm at the east end of the airport and they have roughly 10 million gallons of jet fuel present at all times. They have enough fuel in the underground system at the airport that should there be a problem with the fuel farm they can maintain normal flight operations for anywhere from three to five days before it runs dry. They have the largest aircraft maintenance facility for United Airlines west of the Mississippi, so they do everything but build aircraft.

He went on to describe the staffing, equipment, training, and the SOP development.

Chief Carnes stated that they have some pretty interesting and unique opportunities coming their way in response to the Asiana crash. The first one is literally being the tip of the spear, both nationally and internationally. Because of the low frequency of major airline crashes, when an agency has one, especially the size of Asiana, you instantly become the resident relative subject matter expert on airline crashes. That's exactly the role that we've been handed. As we try and wring every ounce of training value out of that incident, we continue to do that today, and subsequently try and enhance and improve our capabilities, the airport industry, the ARF industry worldwide is looking to us to share that information, and to help solve issues that we're all dealing with. The NTSB and the FAA are actively encouraging us to do just that. And to that end, we have shared our experience and our lessons learned from Asiana multiple times on a nationwide basis. He added that recently Chief Hayes-White allowed him to go to Ireland to attend the UK annual ARF conference where they were invited to share the information. He was able to present to ARF fire officers and chief officers from about 15 different nations. He stated that our Fire Department is impacting current and future ARF doctrine on a worldwide basis, which is pretty incredible and impressive. Because of that we've also had the opportunity to become a much more active member of the greater ARF community. We are being reached out to by multiple different organizations. Our presence and our involvement is being requested in things like IFSTA, who is one of the major producers of fire department manuals. He added that they've been asked to be involved in the next edition of the ARF manual. They've been requested to be involved with the National Fire Academy's Curriculum Development Committee for training of ARF officers because that's now something that the National Fire Academy is branching into. He added that while no one ever likes to see a tragedy like Asiana, it is a huge opportunity for SFFD and other agencies, other airports, other ARF organizations, to save more lives in the future, it's just an incredible time for our Department and our Division, and we're taking advantage of it at every chance we can.

Public Comment: Unidentified male stated he had his doubts of the readiness for the airport in conjunction with the Asiana crash but he thinks Chief Hayes-White filled the position of the Airport Chief with the right person.

Vice President Covington thanked the Chief for his presentation and congratulated him for the trial by fire in handling the Asiana crash. She added that she was happy he was able to get the funds from the Airport for the Department's needs. She was also happy to hear that staffing is increasing and that things are going well.

Commissioner Cleaveland also thanked Chief Carnes for his presentation and asked for confirmation that the Airport's 350 million dollar department budget is separate from the San Francisco Fire Department's budget. Chief Carnes confirmed that they have their own separate operation and training costs budget. Commissioner Cleaveland asked what the requirements for working at the Airport Division are and Chief Carnes explained that you need to have three years of experience in the Department and then you submit a General Form through Deputy Chief of Operations requesting to be placed on the relief list. They try and wait until there are at least 5 or more openings because of training costs. It's more cost effective. Discussion ensued with regards to EMS calls, alarm calls, aircraft related calls and hazmat as being the order of call volume.

Commissioner Hardeman thanked Chief Carnes for his report and acknowledged long standing Airport Director John Martin and Airport Commission President Larry Mazzola. Commissioner Hardeman asked about the commitment required for a firefighter to transfer to the Airport. Chief Carnes confirmed it was five years, unless they get promoted or retire.

President Evans thanked Chief Carnes for his report and asked what was the biggest training take away they got from the Asiana crash. Chief Carnes responded as follows: "Literally not just our Department but nationally, actually worldwide because of the Asiana incident, and not because it happened in SFO, just because of the incident and nature of the incident itself, we've had to completely rethink our doctrine. Traditionally in the ARF assignment you expected to deal with large fuel fires, we'll call them three dimensional fuel fires, the left over jet a fuel from after the aircraft crashed, and some smoldering wreckage, and then transitioning into body recovery. That was primarily what we focused our training on. We did not anticipate large survivor populations on major airline crashes. Now because of the current generation of air frames they are coming out with, we are seeing just the opposite. We are seeing with relatively low to moderate impact crashes, a very large increase in the survivor population. To think that we would have only three fatalities on a crash the magnitude of the Asiana 214 incident, several years ago would have everybody laughing at you if you brought that up. One of the greatest advantages we have at the Airport Division is the institutional experience in structural firefighting. We have a very senior crew. Most of the personnel have been in the department anywhere from 15 to 25 years. So compared to other fire departments they've seen a lot more urban structural firefighting. We didn't have a whole lot of plays in the playbook on doing interior aircraft firefighting. It's just not something we trained on. And yet they defaulted to what they knew best and they went in and facilitated the rescues of five people that were literally honestly trapped in that aircraft and would have burned to death. They did so with under live fire conditions. So literally we now know as an industry we've had to step back and go, okay, this is the new norm for us. We now know this is one of the reasons everybody's coming to us, including training institutions. They're picking our brain on what was it that was different that you guys didn't expect? How did you handle it? Because, obviously it worked. When the FAA showed up in my office, one of the first things the day after the crash, they said to me was, "We just, before we do anything else, we want to tip our hat to your personnel because before we came out here we went through our records and literally, this is the only documented example of interior firefighting on a burning commercial airline that we could find." He added that was the biggest take away and why we have a responsibility to help the industry go down that road and write this new document because we own it.

President Evans commended Chief Carnes for taking such a leadership role and sharing this information not just in the country but around the world and she thinks it is incredible.

6. DISCUSSION ON OPTIONS FOR BUDGETING FOR TELEVISING FUTURE FIRE COMMISSION MEETINGS: (Discussion and Possible Action)

Public Comment: Michael Petrelis congratulated President Evans on becoming the President of the Commission. He advocated the importance of airing the Fire Commission meetings on SFGOV TV so the public could have seen the Airport Presentation and the need for transparency. He was glad the Commission was at the point of discussing the costs of moving to City Hall.

Commissioner Cleaveland stated that he was probably the first commissioner that brought up the issue of making sure the Fire Commission meetings are open to the public and being televised as much as possible in real time. He encouraged his fellow Commissioners to discuss the options on televising the meetings at City Hall.

Vice President Covington stated that we should earmark the funds to have the meetings televised at City Hall and see what opens up for meeting dates and times after the City's overall budgets are approved.

Chief Hayes-White stated she would defer to whatever decision the Commission makes. She added that she thinks there's value to having the meetings televised for those people that can't make it to the meetings because of times and/or logistics.

Commission Vice President Covington so Moved to move the Fire Commission meetings to City Hall. Commissioner Cleaveland seconded. The motion passed with a vote of 3-1. (Ayes, Evans, Covington and Cleaveland, Nayes: Hardeman).

7. CHIEF OF DEPARTMENT'S REPORT *[Discussion]*

REPORT FROM CHIEF OF DEPARTMENT
Report on current issues, activities and events within the Department, including Fiscal Year 2014-2015 budget.

Chief Hayes-White confirmed that the budget was submitted with enhancements on February 23, 2015 and they would be reconvening tentatively on March 24, 2015 at 1:00 for further discussion. She also confirmed that she was waiting for the draft audit from the Budget Analyst that they're conducting on the Department regarding strategic planning and the overall administrative side of the Department.

Chief Hayes-White stated that they are in the process of putting through backgrounds and medical screening on potential candidates to become part of a 40 member academy and her goal was for March 30, 2015 but for a whole host of reasons, the start date looks closer to be April 6, 2015. She gave a brief update on Station 48, that the structure that houses the apparatus has been completed, and she acknowledged the great work being done by Chief Lombardi.

Chief Hayes-White also gave a brief overview of Stations 4 at the new Public Safety Building which will have an engine company and a truck company along with the old firehouse that was used by the toy program and will now house the Arson Unit.

Chief Hayes-White stated that she, the Deputy Chiefs' and Jesusa Bushong met with the recently formed Rescue Employee Group. She mentioned there was just one member there, but it was a good exchange of information and she will continue to meet, hopefully on a quarterly basis as well as with the United Fire Service Women.

Chief Hayes-White touched on the Chinese New Year's Parade and acknowledged the fine work from the Asian Firefighters preparing for the event. She acknowledged the

donation by the Antonini family of 40 wetsuits to the Aquatic Rescue Program and thanked them as well. She acknowledged the nice job of Battalion Chief Rudy Castellanos and his involvement in the Water Rescue Program.

Chief Hayes-White announced that there will be a promotional ceremony on April 23, 2015 at Riordan High School.

Chief Hayes-White touched on the unfortunate incident on March 7, 2015 in the early morning, involving Engine 1 colliding with a bicyclist who sustained very serious injuries and remains at SFGH. She also acknowledged the fine work done by members of the Department in responding to the second alarm fire at 24th and Treat. She added that the fire injured a family of five. She acknowledged Chief Gonzales and Father Green who responded to the difficult scene, to provide support for the family and members of the Department. She acknowledged that it's always difficult in situations where injuries or deaths happen. She touched on the two individuals that were sleeping in the locked market below the unit that caught fire, who didn't require any medical attention, but should not have been sleeping in the market and they will work with the Fire Marshall on putting out an educational packet reminding shop owners or store owner of those types of locked gates and they are not meant for sleeping.

Commissioner Cleaveland asked if it was the responsibility of the Department to check on occupants in terms of commercial occupancies or people sleeping in stores. Chief Hayes-White answered that it is complaint driven. Chief Wong added that the Fire Department is called out on what is called a DPH referral, a Health Department referral for any restaurants or stores that open to check them for fire clearance, which is basically exiting, fire extinguishers, the signage that doors remain open during business hours. Since this particular building was a low rise B and an R-3, which equates to one or two units, that falls under the Building Department's jurisdiction. She concluded that SFFD would only respond to a situation like that if it was complaint driven.

Commissioner Cleaveland asked if there was going to be a special opening ceremony for Station 4 and Chief Lombardi stated there would be, and once the date was determined, he would advise the Commission.

Vice President Covington stated that she was at the Treat Street fire and was taken upstairs to see the damage and the origin of the fire and stated it was devastating to see the amount of destruction. She added that she is concerned for the members who are in those circumstances when people are in dire straits and what they have to see in order to save people. She acknowledged she was happy that the Department has a Stress Unit. She added that there needs to be constant education about fire detectors.

Commissioner Hardeman gave kudos to the brave firefighters. He also touched on the lack of smoke alarms at the recent fires and he added that it would be nice to have every family have a smoke alarm in their house.

REPORT FROM OPERATIONS
Report on overall field operations, the Bureau of Fire Prevention & Investigation, Airport Division, Emergency Medical Services and the Division of Emergency Communications.

Chief Gonzales presented his report from February 11, 2015 to March 11, 2015. He stated during this period there were two greater alarms. The first greater alarm was a third alarm at 301 Church Street at 4:11 p.m. He added that Assistant Chief McNaughton was the incident commander at that fire. He described the structure and the strategy to put the fire out. He complimented the outstanding job the units did fighting this fire. He mentioned that most of the damage was confined to the two buildings and it was one of the quickest he's seen a third alarm go out. He added that there was minor damage

sustained in the third building around the corner on Church Street. He stated that the area of fire origin, according to the Arson Unit was in the laundry room of the main fire building, most likely cause by an electrical fault or failure in that area. He stated that Supervisor Wiener showed up and was very appreciative of the good job done by the firefighters in this district.

Chief Gonzales talked about the March 11, 2015 fire at 24th and Treat. He described in detail the rescue efforts of the first responders' actions. They rescued a mother, father and three siblings from the fire and immediately performed CPR on three of the occupants. They also rescued two males that were locked in the market below the burning unit. He added that according to the Arson Unit, it does not appear to be suspicious in nature at this time.

Fire Marshal Wong stated after the recent series of fire there has been legislation proposed by both Supervisor Campos' office and Supervisor Kim's office to start collaboration on a community outreach program regarding fire safety with specific need for placement of smoke alarms.

Chief Gonzales stated they have been working hard with DHR and the EMS Division on the H-8 per diems along with 798 trying to get an MOU amendment on the wages, training and hiring procedures. He also talked about the upcoming H-3 Level 1 academy that might start about April 6, 2015 and the H-3 Level 2 bump up. He stated that the Divisions are working with Captain Columbini at Treasure Island on the in-service training and the goal is to get all the Battalion Chiefs and Companies to be on the same page at incidents. They do a great job, but we're striving to just get a little bit better. He added that he and the Administration Staff are reviewing all the General Orders back to 1987 to come up with a current retention list. He touched on the Station 16 rebuild, the mutual aid, dive policy and the Airport relief list General Order.

He recognized the great job that the Asian Firefighters did organizing the contingent at the Chinese New Year's Parade.

He stated that there is still a backlog at Plan Check and they have instructed Assistant Deputy Chief Wong to work out of Plan Check one day a week to help with the backlog.

Commissioner Cleaveland thanked Chief Gonzales for his comprehensive report and asked if there was an update on Station 49. Chief Lombardi answered that there were no updates on Station 49 right now, but there's a meeting next week with the Capital Planning, to discuss bond moving forward, but all indications are they're still on track for June of 2016 to be on that ballot. There was brief discussion about the training facility on Treasure Island.

Vice President Covington suggested doing a simple public service announcement regarding smoke alarms. She volunteered to work with anyone in preparing the announcement.

President Evans asked for clarification on the Treasure Island training facility. Chief Lombardi stated that since it's going to be a 10 year project, he doesn't see any reason to tear it down early. There was further discussion pertaining to the anticipated legislation introduced by Supervisors Campos and Kim and Chief Wong added that the Department fully supports it.

There was no public comment.

8. COMMUNICATIONS *[Discussion]*

- Email from Lawanda Anderson
- Email from John Doe

President Evans stated that the email from John Doe expressed concerns of members of the public videoing the meetings. She added that she wanted to make it clear that filming is perfectly appropriate, it is within anyone's First Amendment rights.

9. AGENDA FOR NEXT FIRE COMMISSION MEETING *[Discussion]*

Discussion regarding agenda for the March 26, 2015 regular meeting.

- Update on MOU between SFPUC and the Fire Department
- Update on SFFD Harassment and diversity training programs

10. ADJOURNMENT

President Evans adjourned the meeting at approximately 6:20 PM

SAN FRANCISCO FIRE COMMISSION

Fire Commission Special Meeting
Thursday, March 26, 2015 - 2:30 p.m.

698 Second Street, Room 221 ■ San Francisco ■ California ■ 94107

AGENDA

Item No.

1. ROLL CALL

President	Andrea Evans
Vice President	Francee Covington
Commissioner	Stephen A. Nakajo
Commissioner	Michael Hardeman
Commissioner	Ken Cleaveland

2. CASE NO. 2013-07: COMMISSION DELIBERATIONS ON PROPOSED FINDINGS OF FACT, AND POSSIBLE APPROVAL OF FINDINGS OF FACT REGARDING COMMISSION'S DECISION ON CHARGES FILED BY CHIEF OF DEPARTMENT AGAINST MEMBER DATED OCTOBER 31, 2013, FOR VIOLATIONS AS FOLLOWS *[Action item]*

In accordance with Article 40, Section 4005 of the Rules and Regulations, employee has appealed the two-day suspension for December 10, 2013. Employee is charged with violation of the Rules and Regulations as follows:

Section 3909 -- False Reports
Section 3924 -- Disobedience

At the Special Meeting of the Fire Commission on February 26, 2014 regarding the above-noted matter, following the hearing, the Commission found member guilty as charged, of violating San Francisco Fire Department Rules and Regulations Section 3909 and Section 3924, by a vote 3-1, the Commission reduced the penalty from a two-day suspension to a letter of reprimand (Ayes: Nakajo, Evans, Covington, Nays: Hardeman),

The Commission is now considering proposed Findings of Fact in relation to that decision.

This case may be heard in Closed Session pursuant to Government Code Section 54957(b) and San Francisco Administrative Code Section 67.10(b).

A. Public Comment on Special Meeting Agenda Item; Possible Closed Session

Members of the public may comment on Agenda items No. 2, including the proposed Findings of Fact and whether to consider the matter in Closed Session. [Government Code §54954.3(a), Administrative Code §67.15(b)]

B. Vote on Closed Session:

1. Vote on whether to conduct deliberations on proposed Findings of Fact in Closed Session. ***[Action]***

C. Deliberations and Possible Action

1. Deliberations and possible action on proposed Findings of Fact (in Open or Closed Session, per the Commission's vote). ***[Action]***

D. If Closed Session is held, reconvene in Open Session

1. Report on any action taken in Closed Session as specified in California Government Code Section 54957.1(a)(5) and San Francisco Administrative Code section 67.12(b)(4).

2. Vote to elect whether to disclose any or all discussions held in Closed Session, as specified in San Francisco Administrative Code Section 67.12(a). ***[Action]***

3. CLOSED SESSION: PUBLIC EMPLOYEE PERFORMANCE EVALUATION OF CHIEF JOANNE HAYES-WHITE

A. Public comment on all matters pertaining to the potential closed session.

B. Vote on decision whether to go into closed session.

C. Joanne Hayes-White, Chief of the Fire Department
Pursuant to Admin. Code section 67.10(b); Govt. Code section 54957(b), Govt. Code section 54957.1(a)(5), the Commission may hold a closed session to discuss the evaluation of the Chief.

D Vote on whether to disclose discussions if held in Closed Session per Administrative Code §67.12(a).

3. ADJOURNMENT

SAN FRANCISCO FIRE COMMISSION

NOTICE OF COMMISSION PROCEDURES

Commission Meeting Schedule and Location

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Commission Office

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Language Access

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Documents for Public Inspection

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Know Your Rights Under The Sunshine Ordinance
(Chapter 67 of the San Francisco Administrative Code)

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SAN FRANCISCO FIRE COMMISSION

MINUTES OF FIRE COMMISSION SPECIAL MEETING
Thursday, March 26, 2015 - 2:30 p.m.

698 Second Street, Room 221 ■ San Francisco ■ California ■ 94107

President Evans called the meeting to order at 2:36 p.m.

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Item No.

1. ROLL CALL

President	Andrea Evans
Vice President	Francee Covington
Commissioner	Stephen A. Nakajo
Commissioner	Michael Hardeman
Commissioner	Ken Cleaveland (arrived at 2:30 and was not part of item 2)

Also Present:
Zachary Porianda, Deputy City Attorney, Government Team – Counsel to the Commission (for Item 2, only)
Cecelia Mangoba, Deputy City Attorney, Labor Team – Counsel to the Commission (for Item 3, only arrived at 2:51 p.m.)
Chief of Department, Joanne Hayes-White (for Item 3, only arrived at approximately 3:20 p.m.)
Maureen Conefrey, Commission Secretary

2. CASE NO. 2013-07: COMMISSION DELIBERATIONS ON PROPOSED FINDINGS OF FACT, AND POSSIBLE APPROVAL OF FINDINGS OF FACT REGARDING COMMISSION'S DECISION ON CHARGES FILED BY CHIEF OF DEPARTMENT AGAINST MEMBER DATED OCTOBER 31, 2013, FOR VIOLATIONS AS FOLLOWS ***[Action item]***

In accordance with Article 40, Section 4005 of the Rules and Regulations, employee has appealed the two-day suspension for December 10, 2013. Employee is charged with violation of the Rules and Regulations as follows:

Section 3909 -- False Reports
Section 3924 -- Disobedience

At the Special Meeting of the Fire Commission on February 26, 2014 regarding the above-noted matter, following the hearing, the Commission found member guilty as charged, of violating San Francisco Fire Department Rules and Regulations Section 3909 and Section 3924, by a vote 3-1, the Commission reduced the penalty from a two-day suspension to a letter of reprimand (Ayes: Nakajo, Evans, Covington, Nays: Hardeman),

The Commission is now considering proposed Findings of Fact in relation to that decision.

This case may be heard in Closed Session pursuant to Government Code Section 54957(b) and San Francisco Administrative Code Section 67.10(b).

A. Public Comment on Special Meeting Agenda Item; Possible Closed Session

Members of the public may comment on Agenda items No. 2, including the proposed Findings of Fact and whether to consider the matter in Closed Session. [Government Code §54954.3(a), Administrative Code §67.15(b)]

President Evans called for public comment. No member of the public came forward and President Nakajo closed public comment.

B. Vote on Closed Session:

1. Vote on whether to conduct deliberations on proposed Findings of Fact in Closed Session. ***[Action]***

President Evans called for a motion to hold deliberations in Closed Session. Vice President Covington so Moved. Commissioner Hardeman Seconded and the motion was unanimously approved. (4-0; Evans, Covington, Nakajo, Hardeman)

The Commission held deliberations in Closed Session at 2:38 p.m.

C. Deliberations and Possible Action

1. Deliberations and possible action on proposed Findings of Fact (in Open or Closed Session, per the Commission's vote). ***[Action]***

The Commission reconvened in Open Session to report action taken at 2:46 p.m.

D. If Closed Session is held, reconvene in Open Session

1. Report on any action taken in Closed Session as specified in California Government Code Section 54957.1(a)(5) and San Francisco Administrative Code section 67.12(b)(4).

2. Vote to elect whether to disclose any or all discussions held in Closed Session, as specified in San Francisco Administrative Code Section 67.12(a). ***[Action]***

Action Taken:
By unanimous vote of members present (4-0: Evans, Covington, Nakajo, Hardeman), the Commission adopted the proposed Findings of Fact presented by Counsel for the Commission, as edited during closed session. The Findings will be finalized by Counsel for the Commission working with the Commission Secretary, and issued to the parties.

There was no public comment

This portion concluded at 2:46 p.m.

3. CLOSED SESSION: PUBLIC EMPLOYEE PERFORMANCE EVALUATION OF CHIEF JOANNE HAYES-WHITE

A. Public comment on all matters pertaining to the potential closed session.

B. Vote on decision whether to go into closed session.

President Evans called for public comment. No member of the public came forward and President Evans closed public comment.

President Evans called for a motion to hold Item 2 in Closed Session. Commissioner Michael Hardeman so Moved. Commission Ken Cleaveland Seconded and the motion was unanimously approved.

Closed session commenced at 2:48 p.m.

C. Joanne Hayes-White, Chief of the Fire Department
Pursuant to Admin. Code section 67.10(b); Govt. Code section 54957(b), Govt. Code section 54957.1(a)(5), the Commission may hold a closed session to discuss the evaluation of the Chief.

D Vote on whether to disclose discussions if held in Closed Session per Administrative Code §67.12(a).

The Commission reconvened in Open Session at 3:43 p.m.

Commissioner Hardeman moved to not disclose discussions held in Closed Session. Commissioner Ken Cleaveland seconded. The motion was unanimously approved.

4. ADJOURNMENT

The meeting was adjourned at 3:43 p.m.

SAN FRANCISCO FIRE COMMISSION

Fire Commission Regular Meeting
Thursday, March 26, 2015 - 4:00 p.m.

698 Second Street, Room 102 ■ San Francisco ■ California ■ 94107

AGENDA

Item No.

1. ROLL CALL

President	Andrea Evans
Vice President	Francee Covington
Commissioner	Stephen A. Nakajo
Commissioner	Michael Hardeman
Commissioner	Ken Cleaveland
Chief of Department	Joanne Hayes-White

2. PUBLIC COMMENT

Members of the public may address the Commission for up to three minutes on any matter within the Commission's jurisdiction and does not appear on the agenda. Speakers shall address their remarks to the Commission as a whole and not to individual Commissioners or Department personnel. Commissioners are not to enter into debate or discussion with a speaker. The lack of a response by the Commissioners or Department personnel does not necessarily constitute agreement with or support of statements made during public comment.

3. DISCUSSION AND POSSIBLE ACTION TO APPROVE RESOLUTION 2015-02, RECOMMENDING THAT THE BOARD OF SUPERVISORS AUTHORIZE THE SAN FRANCISCO FIRE DEPARTMENT TO DONATE A RETIRED AMBULANCE TO THE SAN FRANCISCO UNIFIED SCHOOL DISTRICT'S HEALTH ACADEMY AT GALILEO HIGH SCHOOL

4. DISCUSSION AND POSSIBLE ACTION TO APPROVE RESOLUTION 2015-03, RECOMMENDING THAT THE BOARD OF SUPERVISORS AUTHORIZE THE SAN FRANCISCO FIRE DEPARTMENT TO DONATE A RETIRED FIRE ENGINE TO THE CITY COLLEGE OF SAN FRANCISCO FIRE ACADEMY PROGRAM

5. APPROVAL OF THE MINUTES ***[Discussion and possible action]***
Discussion and possible action to approve meeting minutes

a. Minutes from the meeting on February 26, 2015

6. CHIEF OF DEPARTMENT'S REPORT ***[Discussion]***
REPORT FROM CHIEF OF DEPARTMENT
Report on current issues, activities and events within the Department, including Fiscal Year 2014-2015 budget

REPORT FROM ADMINISTRATION
Report on the Administrative Divisions, Fleet and Facility status, Finance and Support Services within the Department in addition to update on Department's Harassment Prevention training

7. AGENDA FOR NEXT FIRE COMMISSION MEETING ***[Discussion]***
Discussion regarding agenda for the April 9, 2015 regular meeting.

8. ADJOURNMENT

SAN FRANCISCO FIRE COMMISSION

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SAN FRANCISCO FIRE COMMISSION

FIRE COMMISSION MEETING
MINUTES
Thursday, March 26, 2015 – 4:00 p.m.
698 Second Street, Room 102

The audio recording for the March 26, 2015 meetings has been uploaded to the FC Website at: http://sanfrancisco.granicus.com/MediaPlayer.php?view_id=133&clip_id=22382

President Evans called the meeting to order at 4:06 PM.

1. ROLL CALL

Commission President (excused from meeting at approx 5:05 p.m.	Andrea Evans	Present
Commission Vice President	Francee Covington	Present
Commissioner	Stephen Nakajo	Present
Commissioner	Michael Hardeman	Present
Commissioner	Ken Cleaveland	Present
Chief of Department	Joanne Hayes-White	Present

Mark Gonzales	Deputy Chief – Operations
Ray Guzman	Deputy Chief – Administration
Jeff Myers	EMS
Dale Carnes	Airport Division
Ken Lombardi	Support Services
Shane Francisco	Homeland Security
Michie Wong	Bureau of Fire Prevention
Raemona Williams	Division of Training
Assistant Chiefs	
Marty Ross	Division 2
Tom Siragusa	Division 3
Staff	
Mark Corso	CFO
Jesusa Bushong	Department Personnel Officer

GOVERNMENT DOCUMENTS
MAY 18
SAN FRANCISCO PUBLIC LIBRARY

2. PUBLIC COMMENT

President Evans called for public comment and no one came forward. Mr. Petrelis submitted correspondence via email dated 3/26/15.

3. DISCUSSION AND POSSIBLE ACTION TO APPROVE RESOLUTION 2015-02, RECOMMENDING THAT THE BOARD OF SUPERVISORS AUTHORIZE THE SAN FRANCISCO FIRE DEPARTMENT TO DONATE A RETIRED AMBULANCE TO THE SAN FRANCISCO UNIFIED SCHOOL DISTRICT'S HEALTH ACADEMY AT GALILEO HIGH SCHOOL

Mark Corso gave a brief overview of the history of Resolution 2015-02. He stated that the San Francisco Unified School District's Health Academy at Galileo High School requested that the SFFD donate a retired ambulance. He added that the Department identified a 1998 Ford

Ambulance, which was one of the older ambulances in the fleet and was recently retired when the Department took receipt of the 19 new ambulances.

There was no public comment.

Vice President Covington Moved to approve Resolution 2015-02. Commissioner Cleaveland Seconded. Motion to approve Resolution 2015-02 was unanimous.

4. DISCUSSION AND POSSIBLE ACTION TO APPROVE RESOLUTION 2015-03, RECOMMENDING THAT THE BOARD OF SUPERVISORS AUTHORIZE THE SAN FRANCISCO FIRE DEPARTMENT TO DONATE A RETIRED FIRE ENGINE TO THE CITY COLLEGE OF SAN FRANCISCO FIRE ACADEMY PROGRAM

Mark Corso gave a brief overview of the history of Resolution 2015-03. He stated the request came from City College of San Francisco for a retired used apparatus to be used for training at their Fire Academy. The Department identified an old 1988 Mack Pumper fire engine. Commissioner Covington added that in the event the Health Academy goes away, that the SFFD has first right of refusal for getting that equipment back and perhaps giving it to another entity. Chief Hayes-White had safety concerns about the open cab and wanted to confirm that no one would be riding in the open cab once it is donated. (Prior to the minutes being adopted, on May 11, 2015 it was confirmed that the engine would never be utilized for purposes of having City College recruits seated in the open cab while driving.)

There was no public comment.

Commissioner Hardeman Moved to approve Resolution 2015-03. Commissioner Cleaveland Seconded. Motion to approve Resolution 2015-03 was unanimous.

5. APPROVAL OF THE MINUTES *[Discussion and possible action]*
Discussion and possible action to approve meeting minutes.

a. Minutes from the meeting on February 26, 2015

Commissioner Cleaveland moved to approve the Minutes. Commissioner Hardeman Seconded. Motion to Adopt Minutes of Meeting on February 26, 2015 was unanimous.

6. CHIEF OF DEPARTMENT'S REPORT *[Discussion]*
REPORT FROM CHIEF OF DEPARTMENT
Report on current issues, activities and events within the Department, including Fiscal Year 2014-2015 budget.

Chief Hayes-White stated that the Department's budget was submitted on February 23, 2015 with a base budget and roughly 11.7 million dollars in enhancements. She added that Mark Corso is chairing the Budget Committee, and they continue to have great attendance, and they have reached out to the committee members to come up with a list of priorities.

Chief Hayes-White touched briefly on the upcoming academy class, which is scheduled to start on April 6, 2015 and will be comprised of 40 members of H-3 Level 1 EMT's. She thanked everyone that participated in that process. She stated that Station 48 is moving along and added that Captain Stephen Cassidy and the members of Station 48 seem to be enthusiastic about the work that is going on and the quality of the structures.

Chief Hayes-White acknowledged the Department's participation in the St. Patrick's Day parade. She also stated that 22 members took the H-6 Fire Investigator examination that the Department of Human Resources implemented. She also stated that she participated in a Public Safety Neighborhood Services meeting, along with Deputy Chief Gonzalez, Captain De Cossio and

Captain John Darmanin. The Presentation is attached: http://sf-fire.org/modules/showdocument.aspx?documentid=3930

Chief Hayes-White announced the promotion of two permanent H-30 captains and six permanent lieutenants, as well as four acting captains, seven acting lieutenants and one acting battalion chief. She also announced that following the April 24, 2015 meeting at Riordan High School, there will be a promotional ceremony in the Riordan High School Theater.

There was no public comment.

Commissioner Cleaveland asked when the completion of the modular structure for Station 48 is expected. Chief Lombardi answered that they anticipate moving into that structure in mid to late April of this year. Commissioner Cleaveland also inquired as to when Chief Hayes-White expects the Controller's audit on the Department's Administration to be completed. Chief Hayes-White stated that she was told the draft would be done by the end of the month and it would specifically addresses the administration of the Fire Department as well as strategic planning. There was further discussion on fire safety issues and potential draft legislations addressing safety issues as well as public education. There was also brief discussion on the MOU between the SFPUC and Fire Department and Chief Lombardi confirmed that the AWSS works better now than it did in 2010.

President Nakajo asked about the mapping jurisdiction of the new Station 4. Chief Hayes-White stated that they would distribute the maps outlining the jurisdiction of Station 4 to the Commissioners next week. Chief Hayes-White also announced the ribbon cutting ceremony for the Public Safety Building, which is scheduled for April 16, 2015 at 11:00 am.

Commissioner Hardeman was glad to hear the update on Station 48. He also mentioned his concern and sadness regarding the seven children that died in the New York City Fire and the fact they didn't have smoke detectors. He acknowledged how hard it is on the firefighters to witness this and suggested that we adjourn the meeting in the memory of these children and the New York City Fire Department as well as San Jose Police Officer Michael Johnson who was shot and murdered on the job. Chief Hayes White added that she would also like to recognize our own members who have faced very difficult situations in the last couple of weeks.

President Evans commented on how nice Station 4 was and was heartened to see the special area for the turnouts and the steps that are being taken to minimize the carcinogens and other toxic chemicals that the firefighters are exposed to. President Evans inquired as to when the H-2 list is expected. Chief Hayes-White stated she was hoping sometime next month, as she needs to begin planning for the August academy class. She added that she thought there might be as many as 2000 names on the list.

REPORT FROM ADMINISTRATION

Report on the Administrative Divisions, Fleet and Facility status, Finance and Support Services within the Department and possible discussion pertaining to Physician's Office Staffing, the Portable Water Supply System and update on the Fireboat.

Chief Guzman acknowledged how busy Chief Lombardi has been with Station 4 and what a great project it turned out to be. Engine 4 and Truck 4 will be moved to that facility on Monday, March 30, 2015. He added that the modules for Station 48 have been delivered, and it will take about two weeks to assemble and set up those modules. He anticipates a move in date mid to late April. In regards to Station 16, DPW is moving forward with the issuance of the building permits. He added that Station 5 is about 50 percent done in the design process.

He announced that the 2016 Health Bond is on target for June 16, 2016.

Chief Guzman touched on the Division of Training. They held their first monthly recruit orientation on March 19, 2015 and will continue to hold these meetings the third Thursday of every month between 6:30 and 8:00 p.m. He invited the Commissioners to attend. He stated

CPR training started on January 20, 2015 and will go through April 2, 2015. He added that the EMS staff is preparing for the upcoming H-3 Level 1 class that will start on April 6, 2015. He reported that training for Station 49 members will be completed by the end of the month along with SCBA training. At the conclusion of SCBA training, all of the ambulances will be outfitted with the SCBA's. He explained that Acting Captain Sheila Hunter conducted 65 random alcohol and drug tests this month, 23 of which were conducted during nights and weekends and all of those were negative. Captain Hunter also assisted Rescue Captain Andy Zanoff with training 10 battalion chiefs on how to administer post-accident testing due to the high likelihood of those individuals going out on a like work like pay status as assistant chiefs.

Chief Guzman stated that MIS Division Supervisor Jesus Mora has been able to install iPads in all of the chiefs' buggies. Chief Guzman also gave a brief update on the fireboat, which is anticipated to be delivered on February 24, 2016.

Jesusa Bushong from the Human Resource Division gave a brief presentation on the Department's Harassment Prevention training also known as EEO Policy and Complaint Process and provided the Commissioners with the attached handouts. http://sf-fire.org modules showdocument.aspx?documentid=3932

Ms. Bushong stated that she addresses all entry-level academy classes with this training and at the end of her training session, she has each of the recruits sign the acknowledgement form. This training is also required city wide, for all employees with a supervisory capacity every two years. It's an online course administered by DHR and requires a filed certificate. Chief Siragusa added that this topic is also addressed in the "daily drill schedule" as part of the annual drill rotation.

Vice President Covington asked Chief Guzman to elaborate on the SCBA and Ebola training and the 2011 Port Security Grant. Chief Guzman stated that the Ebola training consists of how to properly don the protective gear without contaminating themselves. The SCBA training consists of how to get out of an unsafe environment related to air quality. He added that in regards to the Grant, since the Department was able to spend the money within the allotted time, they used the money to purchase 80 wetsuits for the Surf Rescue Unit. The department now has 120 new wetsuits, with the addition of 40 from the Antonini family donation.

Vice President Covington inquired about the preliminary alcohol screening of the PAS devices and the recommendation from the DA's office that we should be calibrating the devises every 10 days. Chief Hayes-White stated that the Department tests for accuracy every 30 days, which is in keeping with the guidelines of the vendor, indicating that they feel 30 days is reasonable. She added that, she believes that the 10 day testing is pursuant to a legal code standard that law enforcement must comply with for court proceedings. The Fire Department uses these devices for internal purposes only and that is why the Department complies with the vendor's recommendation, not the standard used for law enforcement. Vice President Covington suggested that because we are under increased scrutiny about the testing and calibration, she would urge senior staff to review the policy. Chief Hayes-White agreed to take a look at the policy and get back to the Commission.

Chief Guzman provided a detailed description of the fireboat, currently under construction. He mentioned that the estimated time of arrival of the fireboat is February 24 2016. He added that although there is a 4-month delay, he has requested a 10-month extension for the FEMA grant money. Commissioner Cleaveland asked where the vessel will be stored. Chief Guzman stated that eventually a new pier will be built with the funds from ESER Bond 2010. In the meantime, they will be stored in the pier right next door to the current location.

There was no public comment.

7. **AGENDA FOR NEXT FIRE COMMISSION MEETING** ***[Discussion]***

Discussion regarding agenda for the April 9, 2015 regular meeting.

- Plans for rebuild of Pier 22 ½
- Update on calibration of drug/alcohol testing devices

- Move Fire Marshal to Plan Check location at DBI
- AWSS Presentation
- Station 16 update
- 2016 ESER Bond update
- Station 4 jurisdiction mapping

8. ADJOURNMENT

Vice President Covington closed the meeting in honor of Officer Michael Johnson, of the San Jose Police Department, who was shot and killed while on duty, and, on behalf of the seven young children who were killed in the terrible fire in New York; and, on behalf of the father and daughter who subsequently succumbed to their injuries after the 24th and Treat Street fire in the Mission and adjourned the meeting at approximately 5:42 PM.

SAN FRANCISCO FIRE COMMISSION

FIRE COMMISSION SPECIAL MEETING
March 30, 2015 – 9:30 AM
698 Second Street, Room 102, San Francisco, CA 94107

AGENDA

Item No.

1. **ROLL CALL**

   Commissioner Ken Cleaveland, Hearing Officer

2. **CASE NO. 2014-10: HEARING ON EMPLOYEE DISCIPLINE CONCERNING VERIFIED COMPLAINT FILED BY CHIEF OF DEPARTMENT AGAINST MEMBER, DATED NOVEMBER 12, 2014, FOR VIOLATIONS AS FOLLOWS:**

   - Section 3909 – False Reports
   - Section 3919 – Proper Behavior
   - Section 3921 – Inattention to Duty
   - Section 3923 – Acts Detrimental to the Welfare of the Department

   This case may be heard in Closed Session pursuant to Government Code Section 54957(b) and San Francisco Administrative Code Section 67.10(b).

   A. Public Comment on Special Meeting Agenda Item; Possible Closed Session

   Members of the public may comment on all matters pertaining to Agenda Item No. 2, and whether to consider the matter in Closed Session. [Government Code §54954.3(a), Administrative Code §67.15(b)]

   B. Decision by Hearing Officer on whether to hold the hearing on the verified complaint in Closed Session

   C. Hearing on verified complaint (in open or Closed Session, per the Hearing Officer's decision)

   D. If Closed Session is held, reconvene in Open Session

3. **ADJOURNMENT**

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SAN FRANCISCO FIRE COMMISSION

NOTICE OF COMMISSION PROCEDURES

Commission Meeting Schedule and Location

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Commission Office

The Fire Commission Office is located at 698 Second Street, Room 220, San Francisco, CA 94107. The Fire Commission telephone number is (415) 558-3451; the fax number is (415) 558-3413. The web address is www.sfgov.org/fire_comm . Office hours are from 8:30 a.m. to 5:00 p.m., Monday through Friday.

Language Access

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Information on Disability Access

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Know Your Rights Under The Sunshine Ordinance
(Chapter 67 of the San Francisco Administrative Code)

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SAN FRANCISCO FIRE COMMISSION

Fire Commission Special Meeting
Thursday, April 9, 2015 – 3:00 p.m.

698 Second Street, Room 221 ■ San Francisco ■ California ■ 94107

AGENDA

Item No.

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1. ROLL CALL

President	Andrea Evans
Vice President	Francee Covington
Commissioner	Stephen A. Nakajo
Commissioner	Michael Hardeman
Commissioner	Ken Cleaveland
Chief of Department	Joanne Hayes-White

2. CLOSED SESSION: LITIGATION UPDATE FROM THE CITY ATTORNEY'S OFFICE ON PENDING NON-EMPLOYMENT LAWSUITS PERTAINING TO THE SAN FRANCISCO FIRE DEPARTMENT *[Discussion]*

A. Public comment on all matters pertaining to the potential closed session.

B. Vote on decision whether to go into closed session.

C Vote on whether to disclose discussions if held in Closed Session per Administrative Code §67.12(a).

3. ADJOURNMENT

SAN FRANCISCO FIRE COMMISSION

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SAN FRANCISCO FIRE COMMISSION

MINUTES OF FIRE COMMISSION SPECIAL MEETING
Thursday, April 9, 2015 - 3:00 p.m.

698 Second Street, Room 221 ■ San Francisco ■ California ■ 94107

President Evans called the meeting to order at 3:08 p.m.

Item No.

1. ROLL CALL

President	Andrea Evans
Vice President	Francee Covington
Commissioner	Stephen A. Nakajo
Commissioner	Michael Hardeman
Commissioner	Ken Cleaveland

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Also Present:
Cheryl Adams, Deputy City Attorney, Chief Trial Attorney – Litigation Team
Maureen Conefrey, Commission Secretary

2. CLOSED SESSION: LITIGATION UPDATE FROM THE CITY ATTORNEY'S OFFICE ON PENDING NON-EMPLOYMENT LAWSUITS PERTAINING TO THE SAN FRANCISCO FIRE DEPARTMENT *[Discussion]*

A. Public comment on all matters pertaining to the potential closed session.

President Evans called for public comment. No members of the public were present and President Evans closed public comment.

B. Vote on decision whether to go into closed session.

President Evans called for a motion to hold discussions in Closed Session. Commissioner Hardeman Moved, Commissioner Cleaveland Seconded and the motion was unanimously approved. (5-0; Evans, Covington, Nakajo, Hardeman, Cleaveland)

The Commission held discussions in Closed Session at 3:10 p.m.

C Vote on whether to disclose discussions if held in Closed Session per Administrative Code §67.12(a).

The Commission reconvened in Open Session at 3:55 p.m.

Commissioner Cleaveland moved to not disclose discussions held in Closed Session. Commissioner Hardeman seconded. The motion was unanimously approved.

4. ADJOURNMENT

The meeting was adjourned at 3:55 p.m.

SAN FRANCISCO FIRE COMMISSION

Fire Commission Regular Meeting
Thursday, April 9, 2015 - 4:00 p.m.

698 Second Street, Room 102 ■ San Francisco ■ California ■ 94107

AGENDA

Item No.

1. ROLL CALL

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President	Andrea Evans
Vice President	Francee Covington
Commissioner	Stephen A. Nakajo
Commissioner	Michael Hardeman
Commissioner	Ken Cleaveland
Chief of Department	Joanne Hayes-White

2. ANNOUNCEMENTS

The Fire Commission will hold its regular meeting on Thursday April 23, 2015 at 4:00 P.M. in an alternate location. The Fire Commission will meet at Archbishop Riordan High School. The meeting will be followed by a Fire Department Promotional Ceremony at 6:00 p.m. in the Theater. Archbishop Riordan High School is located at 175 Phelan Avenue at Judson Avenue, across the street from City College of San Francisco Ocean Campus.

3. ACKNOWLEDGEMENT OF HEROIC EFFORTS

Acknowledging the heroic efforts that Madison Van exhibited on January 13, 2015 that contributed to the quick response of the SFFD that helped save her Father's life.

4. GENERAL PUBLIC COMMENT

Members of the public may address the Commission for up to three minutes on any matter within the Commission's jurisdiction and does not appear on the agenda. Speakers shall address their remarks to the Commission as a whole and not to individual Commissioners or Department personnel. Commissioners are not to enter into debate or discussion with a speaker. The lack of a response by the Commissioners or Department personnel does not necessarily constitute agreement with or support of statements made during public comment.

5. APPROVAL OF THE MINUTES *[Discussion and possible action]*

Discussion and possible action to approve meeting minutes.

a. Minutes from the Regular Meeting on March 12, 2015
b. Minutes from the Special Meeting on March 26, 2015

6. CHIEF OF DEPARTMENT'S REPORT *[Discussion]*

REPORT FROM CHIEF OF DEPARTMENT

Report on current issues, activities and events within the Department, including Fiscal Year 2014-2015 budget and discussion regarding the SFFD Drug and Alcohol Testing Program.

REPORT FROM OPERATIONS
Report on overall field operations, the Bureau of Fire Prevention & Investigation, Airport Division, Emergency Medical Services and the Division of Emergency Communications, in addition to updates on plans for Pier 22 1/2 rebuild, Station 16, and mapping jurisdiction for Station 4.

7. **AGENDA FOR NEXT FIRE COMMISSION MEETING** ***[Discussion]***
Discussion regarding agenda for the April 23, 2015 regular meeting.

8. **ADJOURNMENT**

SAN FRANCISCO FIRE COMMISSION

NOTICE OF COMMISSION PROCEDURES

Commission Meeting Schedule and Location

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SAN FRANCISCO FIRE COMMISSION

FIRE COMMISSION REGULAR MEETING
MINUTES
Thursday, April 9, 2015 – 4:00 p.m.
698 Second Street, Room 102

The audio file has been uploaded onto the Fire Commission Website at.
http://sanfrancisco.granicus.com/MediaPlayer.php?view_id=133&clip_id=22453

President Andrea Evans called the meeting to order at 4:06 PM

1. ROLL CALL

Commission President	Andrea Evans	Present
Commission Vice President	Francee Covington	Present
Commissioner	Stephen Nakajo	Excused
Commissioner	Michael Hardeman	Present
Commissioner	Ken Cleaveland	Present
Chief of Department	Joanne Hayes-White	Present
Mark Gonzales	Deputy Chief – Operations	
Ray Guzman	Deputy Chief – Administration	
Jeff Myers	EMS	
Dale Carnes	Airport Division	
Shane Francisco	Homeland Security	
Michie Wong	Prevention	
Raemona Williams	Division of Training	
Assistant Chiefs		
Robert Postel	Division 2	
Dave Franklin	Division 3	
Staff		
Clement Yeh	EMS Medical Director	
Mark Corso	CFO	

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2. ANNOUNCEMENTS

Secretary Conefrey read the following announcement: The Fire Commission will hold its regular meeting on Thursday April 23, 2015 at 4:00 P.M. in an alternate location. The Fire Commission will meet at Archbishop Riordan High School. The meeting will be followed by a Fire Department Promotional Ceremony at 6:00 p.m. in the Theater. Archbishop Riordan High School is located at 175 Phelan Avenue at Judson Avenue, across the street from City College of San Francisco Ocean Campus.

There was no public comment.

3. ACKNOWLEDGEMENT OF HEROIC EFFORTS

Acknowledging the heroic efforts that Madison Van exhibited on January 13, 2015 that contributed to the quick response of the SFFD that helped save her Father's life.

Chief Hayes-White introduced 5-year-old Madison Van and her Father, Dennis. She acknowledged the heroic efforts that Madison exhibited on January 13, 2015 that helped save her Father's life, along with the good work of Paramedic Jeremiah Rivera and Paramedic Paul Hobbs. Mr. Van described the events that led up to his illness that day and the quick actions of Madison and Paramedics Rivera and Hobbs. He acknowledged how touched he was of the Paramedics and their concern and attention to his daughter Madison. Chief Hayes-White thanked Mr. Van for telling his story and acknowledged Paramedic Ribera and Hobbs for the fine work they did that day as well as other members of Engine 18. Chief Hayes-White continued to present a certificate to Madison. The Commissioners proceeded to convey their well wishes to Mr. Van and expressed their appreciation to Madison, Jeremiah and Paul for the heroic work they displayed in saving the life of Mr. Van.

4. GENERAL PUBLIC COMMENT

Members of the public may address the Commission for up to three minutes on any matter within the Commission's jurisdiction and does not appear on the agenda. Speakers shall address their remarks to the Commission as a whole and not to individual Commissioners or Department personnel. Commissioners are not to enter into debate or discussion with a speaker. The lack of a response by the Commissioners or Department personnel does not necessarily constitute agreement with or support of statements made during public comment.

There was no public comment.

5. APPROVAL OF THE MINUTES *[Discussion and possible action]*

Discussion and possible action to approve meeting minutes.

a. Minutes from the Regular Meeting on March 12, 2015
b. Minutes from the Special Meeting on March 26, 2015

Commissioner Hardeman moved to approve the Minutes. Commissioner Cleaveland seconded. Motion to Adopt Minutes was unanimous.

There was no public comment

6. CHIEF OF DEPARTMENT'S REPORT *[Discussion]*

REPORT FROM CHIEF OF DEPARTMENT
Report on current issues, activities and events within the Department, including Fiscal Year 2014-2015 budget and discussion regarding the SFFD Drug and Alcohol Testing Program.

Chief Hayes-White reported on information since the last meeting on March 26, 2015. She stated that the Budget Committee met yesterday, and acknowledged the presence of Commissioner Cleaveland and the chair of the committee Mark Corso, who had compiled and submitted their priorities for the $11.6 million dollar enhancements. She announced that the Budget and Finance Committee is scheduled to meet on April 22, 2015 at 10:00 a.m., followed by two more meetings that will be scheduled in June.

Chief Hayes-White stated that on Monday, she was pleased to welcome 42 new members into the Department for the EMT academy. She added that a bulk of their training will be held at the Treasure Island Training facility. The graduation date is scheduled for May 22, 2015.

Chief Hayes-White stated they are awaiting the Budget Analyst's draft report on the audit of the administrative staffing and strategic planning. She announced that she was told it

was delayed until probably the end of April. She reported that the results of the H-6 Investigator exam from DHR have been posted, so there is an active list. She added that 22 members took the test and she thinks the list is nearing adoption. Deputy Chief Gonzales confirmed that it was adopted on April 8, 2015.

Chief Hayes-White gave a brief update on Station 48 and stated that Chief Guzman would go into more detail during his report. She added that the move in date would probably be by the end of the month.

Chief Hayes-White touched upon events that she attended recently, which included meeting with the United Fire Service Women. She participated in "When I Grow Up" event with Congresswoman Jackie Speier for the benefit of young women looking at different careers. She also participated in an all-day training session on implicit bias that was conducted by the Human Rights Commission in conjunction with DHR. She also attended an AWSS Management Oversight Committee meeting at the PUC along with Deputy Chief Guzman and Assistant Deputy Chief Lombardi. She met with NERT Advisory Board and visited Station 16 with Chief Guzman, Chief Lombardi, President Evans and Commissioner Cleaveland. She announced that the Ribbon Cutting ceremony for the Public Safety Building is scheduled for April 16, 2015 at 11:00 .a.m. She also announced the 1906 anniversary events that will be taking place.

Chief Hayes-White touched on the Department's drug and alcohol testing program. She wanted to clarify that the SFFD's random drug testing program is one of the very few that exists across the country in the fire service and that most departments do not have a random alcohol/drug testing policy and she is very proud of the program the SFFD has. She added that through the good work with Local 798 they developed the policy. It was a collaborative development that when she became chief, she felt it was important to have transparency in terms of letting the public know that when members come to work, they're professional and able to perform their duties in a non-impaired way. She added that although there were other policies that existed in terms of reasonable suspicion and post-accident incidents, there was no "random" testing until it was developed in collaboration with Local 798 as part of the Memorandum of Understating. She addressed the highly publicized incident in July of 2013 that prompted D.A. Gascon to submit a letter to the Department suggesting changes to the policy. Chief Hayes-White talked to D.A. Gascon and addressed the issues he raised and confirmed that the Department is in alignment with the Federal Department of Transportation standards. With regards to the accuracy of the devices, because they're used for internal purposes only, they are tested every 30 days, as suggested by the manufacturer for the purposes that the Department is using them for, and not used as evidence in a court of law. She added that if there was an accident, the involved member would need to be re-tested by someone that is trained in law enforcement in order to be upheld in an evidentiary hearing or a court of law.

Commissioner Hardeman acknowledged the remarkable work that was negotiated between the Chief and Local 798 to develop the random alcohol and drug policy and he finds the current public criticism very offensive and upsetting. He added that the SFFD is way ahead of the curve and finds the policy reasonable.

Commissioner Nakajo thanked the Chief for addressing the alcohol testing program in her report and stated that it's important to disseminate all the information available as it's been in the press recently and he wants to reinforce transparency in terms of policies and he suggested that the Department start doing more random testing. He confirmed that the Department has about twelve devices that are tested for accuracy every 30 days and that Captain Zanoff maintains the log. Chief Hayes-White added that ISB will typically go out and administer the random testing, but for post-accident or times of reasonable suspicion, the Assistant Chiefs have been trained on the devices and Captain Zanoff has also trained many of the Battalion Chiefs.

Commissioner Cleaveland thanked the Chief for her report and praised her for bringing the budgeting process this time around in a more collaborative process. He also mentioned that he is very interested in the Auxiliary Water Supply System and hopes they will have further discussions about it at a future date along with a signed MOU with the PUC. Commissioner Cleaveland thanked the Fire Department's willingness to work with the Building Owners Association on the annual drill that makes sure the tenants in commercial office buildings downtown have some expertise in how to evacuate appropriately in the case of an emergency.

Vice President Covington thanked the Chief for her report and confirmed that Station 16 is going to be a total tear down and rebuild, as well as Station 5 and Station 35 will be partial teardowns and rebuilds to be funded with monies from ESER 2010. She also inquired in regards to air rights over the Stations. Chief Hayes-White confirmed that conversations took place with Mr. Updike from the Department of Real Estate and the news was discouraging in that there is no value in air rights at this point and the Department of Real Estate would not support or advocate for air rights for the Department. Vice President Covington explained that she was thinking along the lines of workforce housing and not selling the air rights but particularly for new firefighters and public school teachers. She added that the Mayor had a very good idea for air rights pertaining to emergency housing for people who are displaced by fires and other disasters.

President Evans thanked the Chief for acknowledging the Van Family. She went on to add that she is interested in the implicit bias training that the Chief participated in and would like to get any written materials or hearing further about what was shared at the training. President Evans inquired about the Budget Committee and whether the Mayor's office would be supportive of the Community Paramedicine Program and other enhancements that were asked for. Mark Corso confirmed that at this time, he did not have an update on the Mayor's position. She touched briefly on the recent fires and was wondering if there would be outreach to make people more aware of fire safety and smoke detectors. Chief Hayes-White confirmed that they did put something out to the press addressing these concerns.

Chief Hayes-White also confirmed that she is still waiting for the H-2 firefighters list from DHR.

REPORT FROM OPERATIONS
Report on overall field operations, the Bureau of Fire Prevention & Investigation, Airport Division, Emergency Medical Services and the Division of Emergency Communications, in addition to updates on plans for Pier 22 1/2 rebuild, Station 16, and mapping jurisdiction for Station 4.

Deputy Chief Gonzalez reported for the period of March 12th to April 7th. He stated that there was one greater alarm during the reporting period and it was at 1447 Van Dyke Avenue. He added that Chief Franklin was in command and the crews did a good job, knocking it out quick. There was also a single alarm fire on 1050 Columbus that unfortunately involved a fatality. Chief Gonzales stated that he is currently reviewing all the general orders dating back from 1987 to the present to decide which ones need to be rescinded, retained, updated and reissued. He is also working with 798 regarding the 42 hour workweek schedule for Station 49. He mentioned that Station 4 was put into service on March 30th at 449 Mission Rock and the Bureau of Fire Investigations moved into 1275 3rd Street. He went on to describe work being done on Code 2 calls, and adding the BLS tier to the system. He touched on his meetings with various personnel pertaining to NFIRS and the R-1/R-2 Company inspections and getting the members to be more comprehensive on the narratives in the reports involving their inspections. He added that

they are reviewing ADC Wong's proposal to relocate to 1660 Mission Street to address Plan Check as they still have a backlog and will try to add personnel to help.

Chief Wong added that they have met with the SRO collaboratives of the Mission, Chinatown and Central City Districts to create an alliance between the Housing Inspection Services, the Department, Red Cross and the building owners to have fire safety workshops and to help install smoke alarms. She added that there is a grant being written to ask for a public education inspector.

Chief Gonzales went on to describe the map jurisdiction of Station 4. He added that they would consider putting a Battalion 3 there.

Commissioner Nakajo thanked Chief Gonzales for his mapping and description of the Station 4 jurisdiction. President Nakajo asked for clarification on reclassifying Code 2 calls. Chief Gonzales explained that when you send a fire engine to a Code 2 call they might be sitting there for a long time when in fact that fire engine might be able to do a better job somewhere else requiring emergency response.

Commissioner Cleaveland confirmed with Chief Gonzalez that the H-8 per diems are close to an agreement in that DHR and Local 798 are working out the finer points and when it comes to fruition, it will be shared with the Commission. Chief Gonzales also clarified that Chief Wong would not be moving to Plan Check permanently, she will be there as much as needed to try and ease the backlog. Commissioner Cleaveland also inquired as to how many of the SRO's have sprinklers to date and Chief Wong answered that she thought it was in the 90 plus percentile. Commissioner Cleaveland was very impressed with that answer.

Vice President Covington asked how members were selected for assignment at the new Station 4 and Chief Gonzales answered that it was filled by seniority from a list and all vacancies have been filled, including two strong captains, Kevin O'Sullivan and Mike Mullin.

President Evans suggested that when Chief Gonzales is reviewing the General Orders, that they include the City Attorney's Office as part of the process when need be. She also inquired as to the number of additional inspectors for BFI the Department has asked for in the Budget. Mark Corso confirmed there are two separate requests for BFI and the total number is Nine. Chief Wong added that she has asked her inspectors if they would mind plan checking and most have stepped up to the plate and she and a lieutenant will be training those inspectors after hours while doing the backlog for Plan Check. President Evans expressed her gratitude to those that have stepped up. President Evans was also happy to hear that they were putting in for a Federal Grant for the public education person.

President Evans also asked for clarification on the study being done to the changes in Code 2 and Code 3 calls. Dr. Yeh emphasized that it is in no way, shape, or form meant to attempt to change the amount of care people are getting. They are system changes that need to be done. The last time they were done was four years ago with the idea of safety and improving people's care, not about reacting to whatever the current situation would be. President Evans suggested that he prepare a data presentation for a future meeting. Dr. Yeh agreed.

Commissioner Cleaveland asked for an update on the Pier 22 ½ rebuild project. Chief Guzman stated that the Warriors arena was slated to be built at Pier 30/32 and with that project; they were going to give the Department a free firehouse. He added that unfortunately that project is being relocated to the other side of McCovey Cove so it puts us back on track with the original plan of Pier 22 ½, which includes numerous different

approvals that need to go through before starting that project. He added that they have a meeting scheduled with the PUC and DPW and Chief Lombardi is very busy getting that project back on track. When the new fireboat arrives February 24 of next year, the plan is to take one of the fireboats and house them directly to the southeast at Pier 24, which is right next door to Station 35. The estimated cost for the rebuild will be upwards of 25, 30 million dollars. Chief Guzman confirmed that 20 million is coming from ESER 10 and there is discussion of ESER 14 funding the remainder, but that has yet to be determined.

There was no public comment.

7. AGENDA FOR NEXT FIRE COMMISSION MEETING *[Discussion]*

Discussion regarding agenda for the April 23, 2015 regular meeting.

- Presentation from DHR on H-2 list update
- Establish a Friends of the SFFD Account
- Report from the Budget and Legislative Analyst
- Home Team - EMS related issues
- Update on AWSS and PWSS
- Report on the ESER Bond
- Presentation from the Surf Rescue Unit

8. ADJOURNMENT

President Evans adjourned the meeting in memory of Retired Battalion Chief John Harris at approximately 6:06 PM

SAN FRANCISCO FIRE COMMISSION

Notice of Change in Time and Location
Fire Commission Meeting

March 30, 2015

PUBLIC NOTICE

THE FIRE COMMISSION WILL HOLD ITS REGULAR MEETING ON THURSDAY, APRIL 23, 2015 AT 4:00 P.M. IN AN ALTERNATE LOCATION. THE FIRE COMMISSION WILL MEET AT ARCHBISHOP RIORDAN HIGH SCHOOL. THE MEETING WILL BE FOLLOWED BY A FIRE DEPARTMENT PROMOTIONAL CEREMONY AT 6:00 P.M. IN THE THEATER.

Archbishop Riordan High School is located at 175 Phelan Avenue at Judson Avenue, across the street from City College of San Francisco Ocean Campus.

Information on Disability Access:

Archbishop Riordan High School is wheelchair accessible. The closest accessible MUNI lines serving Archbishop Riordan High School are the 43 Masonic bus line and the K Ingleside street car. For more information about MUNI accessible services, call (415) 923-6142.

Parking:
Paid parking is available at the City College Parking lot adjacent to Archbishop Riordan High School on Phelan Avenue.

Maureen Conefrey
Commission Secretary

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SAN FRANCISCO FIRE COMMISSION

Fire Commission Regular Meeting
Thursday, April 23 2015 - 4:00 p.m.
Archbishop Riordan High School Cafeteria
175 Phelan Avenue ■ San Francisco ■ California ■ 94112

AGENDA

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Item No.

1. ROLL CALL

President	Andrea Evans
Vice President	Francee Covington
Commissioner	Stephen A. Nakajo
Commissioner	Michael Hardeman
Commissioner	Ken Cleaveland
Chief of Department	Joanne Hayes-White

2. PUBLIC COMMENT

Members of the public may address the Commission for up to three minutes on any matter within the Commission's jurisdiction and does not appear on the agenda. Speakers shall address their remarks to the Commission as a whole and not to individual Commissioners or Department personnel. Commissioners are not to enter into debate or discussion with a speaker. The lack of a response by the Commissioners or Department personnel does not necessarily constitute agreement with or support of statements made during public comment.

3. APPROVAL OF THE MINUTES ***[Discussion and possible action]***
Discussion and possible action to approve meeting minutes.

a. Minutes from the Regular Meeting on March 26, 2015
b. Minutes from the Special Meeting on April 9, 2015

4. EMS RESPONSE PATTERN AND HIGH-USER PROGRAM UPDATE [Discussion]
Report on EMS response pattern and high user program.

5. CHIEF OF DEPARTMENT'S REPORT ***[Discussion]***

REPORT FROM CHIEF OF DEPARTMENT
Report on current issues, activities and events within the Department, including Fiscal Year 2014-2015 budget.

REPORT FROM ADMINISTRATION
Report on the Administrative Divisions, Fleet and Facility status, Finance and Support Services within the Department in addition to update on ESER Bond 2016.

6. AGENDA FOR NEXT FIRE COMMISSION MEETING ***[Discussion]***
Discussion regarding agenda for the May 14, 2015 regular meeting.

7. **CORRESPONDENCE RECEIVED APRIL 10-17, 2015**

1. Email from Chris Wong dated 4/17/15
2. Email from Marc Tosca dated 4/20/15

8. **ADJOURNMENT**

SAN FRANCISCO FIRE COMMISSION

NOTICE OF COMMISSION PROCEDURES

Commission Meeting Schedule and Location

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Commission Office

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Know Your Rights Under The Sunshine Ordinance
(Chapter 67 of the San Francisco Administrative Code)

Government's duty is to serve the public, reaching its decisions in full view of the public. Commissions, boards, councils and other agencies of the City and County exist to conduct the people's business. This ordinance assures that deliberations are conducted before the people and that City operations are open to the people's review. For more information on your rights under the sunshine ordinance or to report a violation of the ordinance, contact the sunshine ordinance task force. You may contact the current Sunshine Ordinance Task Force Administrator, Frank Darby, Jr., as follows: Sunshine Ordinance Task Force, City Hall, Room 244, 1 Dr. Carlton B. Goodlett Place, San Francisco, CA 94102-4689, Phone: (415) 554-7724, Fax: (415) 554-5784, E-mail: sotf@sfgov.org. Copies of the Sunshine Ordinance can be obtained from the Clerk of the Sunshine Task Force, the San Francisco Public Library and on the City's Web site at http://www.sfgov.org.

San Francisco Lobbyist Ordinance

Individuals and entities that influence or attempt to influence local policy or administrative action may be required by the San Francisco Lobbyist Ordinance (San Francisco Campaign and Governmental Conduct Code sections 2.100 – 2.160) to register and report lobbying activity. For more information about the Lobbyist Ordinance, please contact the Ethics Commission at 30 Van Ness Avenue, Suite 3900, San Francisco, CA 94102, telephone (415) 581-2300, fax (415) 581-2317 and Web site: http://www.sfgov.org/ethics/.

SAN FRANCISCO FIRE COMMISSION

FIRE COMMISSION MEETING
MINUTES
Thursday, April 23, 2015 – 4:00 p.m.

Archbishop Riordan High School Cafeteria

175 Phelan Avenue ■ San Francisco ■ California ■ 94112

The audio recording for the April 23, 2015 meetings has been uploaded to the FC Website at: http://sanfrancisco.granicus.com/MediaPlayer.php?view_id=133&clip_id=22612

President Evans called the meeting to order at 4:17 PM.

1. ROLL CALL

Commission President	Andrea Evans	Present
Commission Vice President	Francee Covington	Present
Commissioner	Stephen Nakajo	Present
Commissioner	Michael Hardeman	Present
Commissioner	Ken Cleaveland	Present
Chief of Department	Joanne Hayes-White	Present

Mark Gonzales	Deputy Chief – Operations
Ray Guzman	Deputy Chief – Administration
Jeff Myers	EMS
Dale Carnes	Airport Division
Ken Lombardi	Support Services
Shane Francisco	Homeland Security
Michie Wong	Bureau of Fire Prevention
Raemona Williams	Division of Training
Assistant Chiefs	
Kevin Burke	Division 2
Marty Ross	Division 3
Staff	
Mark Corso	CFO
Clement Yeh	Medical Director

2. PUBLIC COMMENT

President Evans called for public comment and no one came forward

3. APPROVAL OF THE MINUTES *[Discussion and possible action]*

Discussion and possible action to approve meeting minutes.

a. Minutes from the Regular Meeting on March 26, 2015
b. Minutes from the Special Meeting on April 9, 2015

President Evans suggested that the Regular Meeting Minutes of March 26, 2015 be deferred to the next Commission meeting for approval until we confirm if Resolution 2015-03 has been amended.

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Commissioner Hardeman Moved to approve the Minutes. Vice President Covington Seconded. Motion to Adopt Minutes of Special Meeting on April 9, 2015 was unanimous.

There was no public comment.

4. EMS RESPONSE PATTERN AND HIGH-USER PROGRAM UPDATE [Discussion]
Report on EMS response pattern and high user program.

Dr. Yeh's PowerPoint presentation is attached: http://sf-fire.org/modules/showdocument.aspx?documentid=3952

Dr. Yeh stated that his plan was to talk about the response pattern changes that were made in January of 2012 and what the process is for updating that. He referred to FRES pattern, which stands for fire response pattern. He explained that it's the matrix that takes the information given at the 911 center to the call taker and then transforms that into a specific dispatch determinant, which is usually a code such as 40-year-old male with abdominal pain. That information then goes up as a 1 Charles 5 or 6 and the FRES translates that information into what type of response is sent out, in this case, a Code 2 ambulance response. The idea was to align the call types and resources with the actual historical need for that particular call time. He added that an overview of the process that was undertaken to revise the EMS response pattern significantly decreased the volume of Code 3 calls without any episodes of compromise of patient care. He touched on the "high user" calls and the efforts taken to ease the EMS system by utilizing other resources that are available.

Commissioner Nakajo asked when and how was the data accumulated. Dr. Yeh confirmed that it was based on data from 2010 and 2011 and was extracted directly from the computer-aided dispatch system through patient care records and hand done analysis. He also confirmed that the new system they are trying to implement does not have much of an adverse impact comparative to the data that was presented.

Vice President Covington asked for clarification on the phrase "over triage and safety." Dr. Yeh stated that over triage is responding to calls or events with maximal resources, Code 3 ambulance, ALS engines, BLS engines, and rescue captains. Most of the time statistically, the patients are stabilized on scene and can be transported to the hospital without lights and sirens and they do not require time-sensitive ALS interventions like defibrillations or CPR. He added that safety in terms of response, there is an inherent higher risk for responding to incidents faster than the normal speed of traffic. Dr. Yeh touched on the co-staffing with San Francisco Homeless Outreach Team. Vice President Covington asked how priority is established with the co-staffing and Dr. Yeh answered that the main mission is to respond to people who have non-emergency situations and to be adequately triaged out of the emergency care system.

President Evans asked if there is a national standard return rate for the dispatch system. Dr. Yeh replied that there is no national standard, but for comparable urban EMS systems, a six percent return rate is typical. President Evans added that it doesn't seem that there's an urgency to look at the numbers right now but it would be prudent that every so often we revisit these categories and see if we're making progress. President Evans asked if there was a way to know when a "high-user" call comes in. Dr. Yeh responded that the Department of Public Health maintains a high user list. He added that the goal is to have a system where the high-user personal information can be entered into the data base and it would send an alert with a case management plan, notifications to the social worker and primary care physician. President Evans asked if there were any particular challenges that those guidelines pose for implementing a program he described. Dr. Yeh stated that there are challenges but he is confident it can be accomplished in an innovative way. President Evans mentioned that once it gets underway, she would like another update. Dr. Yeh agreed.

There was no public comment

5. CHIEF OF DEPARTMENT'S REPORT *[Discussion]*

REPORT FROM CHIEF OF DEPARTMENT
Report on current issues, activities and events within the Department, including Fiscal Year 2014-2015 budget.

Chief Hayes-White thanked the Commission for allowing the meeting to take place at Riordan. She stated that the Budget Committee reconvened earlier in the week at City Hall and the Mayor's Budget Director Kate Howard will have an update on the budget process that is ongoing through the third week of May, at which time they will button up the budget submittal through the Board of Supervisors collectively. She added that they talked about the list of priorities that were submitted. She added that she was hopeful and optimistic that the Mayor will look favorably upon the enhancements that were submitted.

Chief Hayes-White announced that there were 42 members in the academy undergoing EMS training at the Treasure Island Training facility. Chief Hayes-White also mentioned that response times are looking good and are heading in the right direction, downward. She added that she thought it had a lot to do with the 35 new hires in September and the much better working relationship with the private providers and with the 19 new ambulances that the Department took delivery of, have all helped to improve performance.

Chief Hayes-White stated that she and Assistant Deputy Chief Wong attended a pedestrian and bicycle safety seminar at City Hall on April 14, 2015. She added that she attended the ribbon cutting at the Public Safety Building and thanked the Commissioners that attended as well. She touched upon the 1906 Earthquake ceremonies she participated in. She added that she was happy to see President Evans at the Lotta's Fountain commemoration as well as some of the command staff. She stated that there was a NERT drill and Commissioner Covington attended. Chief Hayes-White announced that in October there will be a big celebration for the 25 year anniversary of NERT. She added that Commissioner Nakajo and Commissioner Hardeman joined her, the Deputies, Chief Carnes and the Mayor when they marched in the Cherry Blossom Parade. She also touched upon the plans and challenges for Superbowl 50.

Chief Hayes-White stated that Station 48 and Station 16 remain works in progress and they have received options from DPW regarding the project. She thanked Commissioner Cleaveland for his diligence in the project. She concluded by remembering Firefighter Amituanai who passed away on April 12, 2015

Commissioner Cleaveland thanked the Chief for her comprehensive report and asked if she got any feedback from the Mayor's Budget Director Kate Howard on the enhancement priorities that the Department submitted. The Chief answered that Ms. Howard told her she did not get a chance to view it until an hour before the meeting, but she felt that Ms. Howard would not be surprised at the list. She added that she understood the IT request and asked quite a bit about the second academy class in January. Chief Hayes-White announced that the Department received support from the five members of the Budget and Finance Committee, Mark Farrell, Katie Tang, Scott Wiener, Eric Mar and Norman Yee. Three of the five Supervisors verbally said that they would support the January academy class. Chief Hayes-White confirmed that she was planning for an academy class in August, and she is awaiting the list from DHR. Commissioner Cleaveland acknowledged how he thinks the SFFD is the most diverse in the country and applauded the Chief's efforts and those in her command staff and to make sure the Department continues to be as diverse as possible, as reflected in the City. He went on to thank Chief Lombardi for his excellent presentation on the AWSS, and he felt more confident that our AWSS system is good and is going to get better.

Commissioner Cleaveland inquired as to whether there has been a change in the Department's sick leave policy. Chief Hayes-White acknowledged that there were discussions taking place and she would defer that subject to Jesusa Bushong, HR Director and perhaps have her discuss the issue at a future meeting.

Vice President Covington asked if the Chief has put together any preliminary plans to commemorate the Department's 150th Anniversary. Chief Hayes-White replied yes, that she

would be meeting with Department historian David Eberle and she is in the process of establishing a committee.

Commissioner Hardeman stated he was sorry to have missed the celebration of Station 4, but was glad to see Arson had a nice space.

Commissioner Cleaveland added that he thought forming a C-3 charitable organization that could take private donations could be a big boost to the 150th anniversary. That it would be a good way to launch a "Friends of the SFFD."

President Evans thanked the Chief for her leadership around all of the recent commemoration events. She thought it was amazing to see how many citizens were at Lotta's Fountain at 5:00 a.m. to mark the anniversary of the 1906 earthquake.

President Evans commented on her participation of the Budget Committee and the meeting with Kate Howard and she thought Ms. Howard made it quite clear that the Department will not be getting everything on their enhancement list. What President Evans took away from that meeting is there is such disconnect between the services the Department provides to the City and recognition of what it costs to provide those services. She feels they do not understand the cost. She commended the Chief for arguing for every penny, but she thinks that the Department needs to engage more people in the advocacy for the budget. She added that the Commission should consider having some of the meetings out near firehouses and in different neighborhoods to let people share with us what they want and help us advocate for the Department's needs. Chief Hayes-White acknowledged Chief Burke and the instrumental work he has done in the last few years, honoring members with proper funerals and other arrangements for various members.

REPORT FROM ADMINISTRATION
Report on the Administrative Divisions, Fleet and Facility status, Finance and Support Services within the Department in addition to update on ESER Bond 2016.

Chief Guzman presented his report for the month of April 2015. He acknowledged the hard work of Chief Lombardi. He touched on the progress and challenges of Station 48 and the progress on Station 4, and modifications to Station 49. He talked about the seven million dollar project to replace the generators and pumps at Headquarters.

Chief Guzman stated that Chief Williams and her staff are very busy with the H-3 Level 1 academy and the 42 recruits due to graduate on May 22nd.

Chief Guzman commented on the Module 3, live fire training that began on March 23rd, which are valuable fire training exercises that will continue to be held on a monthly basis.

Chief Guzman mentioned the planning efforts that Chief Francisco is working on for the upcoming Urban Shield exercise, Vice President Biden's visit and the World Golf Championship. He added that Captain Hunter has conducted 161 random alcohol and drug tests, 15 of which were conducted during nights and weekends.

Vice President Covington asked for clarification on the Arson Fire Safety and Prevention Grant. Chief Wong explained that it consists of a trailer set up with a kitchen and would be used to simulate grease fires, in which the participants would handle an extinguisher. It would also have other training and educational components that could be taken to various locations to provide information to communities that request it. She added that the grant would pay for personnel and equipment and initially it would be a year support from the grant and if the program is successful, the goal would be to roll the cost into a fee.

Commissioner Cleaveland asked that Chief Guzman keep the Commission updated on the Fireboat FEMA Grant. He also asked if the Department has researched installing video cameras on the fire trucks. Chief Hayes-White stated that it is not something the Department has explored, but there are many intersection cameras that have been very helpful.

President Evans stated that she was out at Station 48 and thought the members seemed excited to get into new quarters. She was disappointed to hear that there were hold ups in the permit approval process, but at least they seem to be in the home stretch.

6. AGENDA FOR NEXT FIRE COMMISSION MEETING ***[Discussion]***

Discussion regarding agenda for the May 14, 2015 regular meeting.

- DHR Presentation
- Retirment Certificate Presentation
- AWSS After MOU is signed with PUC

There was no public comment.

7. CORRESPONDENCE RECEIVED APRIL 10-17, 2015

1. Email from Chris Wong dated 4/17/15
2. Email from Marc Tosca dated 4/20/15

There was no public comment.

8. ADJOURNMENT

President Evans adjourned the meeting in memory of Firefighter David Amituanai at 5:53 PM.

SAN FRANCISCO FIRE COMMISSION

FIRE COMMISSION SPECIAL MEETING
April 29, 2015 – 1:00 PM
698 Second Street, Room 102, San Francisco, CA 94107

AGENDA

Item No.
1. ROLL CALL

Commissioner Michael Hardeman, Hearing Officer

2. CASE NO. 2014-05: CONTINUATION ON HEARING ON SUSPENSION APPEAL

This special meeting is a continuation from the February 4, 2015 hearing on employee suspension appeal in accordance with Article 40, Section 4005 of the Rules and Regulations. The appeal is from a 4-day suspension for violation of the Rules and Regulations as follows:

Section 3919 – Proper Behavior
Section 3924 – Disobedience
Section 3925 -- Insubordination

This case may be heard in Closed Session pursuant to Government Code Section 54957(b) and San Francisco Administrative Code Section 67.10(b).

A. Public comment on all matters pertaining to Agenda Item 2, including anything pertaining to the suspension appeal and whether to hold the hearing in closed session

B. Decision by Hearing Officer on whether to hold the hearing in closed session

C. Hearing on suspension appeal (in open or closed session per the Hearing Officer's decision)

D. If closed session is held, reconvene in open session

3. ADJOURNMENT

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No 2014-05

SAN FRANCISCO FIRE COMMISSION

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SAN FRANCISCO FIRE COMMISSION

Fire Commission Special Meeting
Thursday, May 14, 2015 – 3:00 p.m.

698 Second Street, Room 221 ■ San Francisco ■ California ■ 94107

AGENDA

Item No.

1. ROLL CALL

President	Andrea Evans
Vice President	Francee Covington
Commissioner	Stephen A. Nakajo
Commissioner	Michael Hardeman
Commissioner	Ken Cleaveland
Chief of Department	Joanne Hayes-White

2. CLOSED SESSION: LITIGATION UPDATE FROM THE CITY ATTORNEY'S OFFICE ON PENDING EMPLOYMENT LAWSUITS PERTAINING TO THE SAN FRANCISCO FIRE DEPARTMENT *[Discussion]*

A. Public comment on all matters pertaining to the potential closed session.

B. Vote on decision whether to go into closed session.

C Vote on whether to disclose discussions if held in Closed Session per Administrative Code §67.12(a).

3. DISCUSSION CONCERNING POSSIBLE CHANGES TO RULES GOVERNING DISCIPLINARY CASES *[Discussion]*

A. Public comment on all matters pertaining to the potential closed session.

B. Vote on decision whether to go into closed session.

C Vote on whether to disclose discussions if held in Closed Session per Administrative Code §67.12(a).

4. ADJOURNMENT

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SAN FRANCISCO FIRE COMMISSION

NOTICE OF COMMISSION PROCEDURES

Commission Meeting Schedule and Location

The Fire Commission meets regularly on the 2nd and 4th Thursday of each month at Fire Department Headquarters, Room 102, 698 Second Street, San Francisco. The Commission does not meet the week after Thanksgiving or between December 24th and December 31st.

Commission Office

The Fire Commission Office is located at 698 Second Street, Room 220, San Francisco, CA 94107. The Fire Commission telephone number is (415) 558-3451; the fax number is (415) 558-3413. The web address is www.sfgov.org/fire_comm/. Office hours are from 8:30 a.m. to 5:00 p.m., Monday through Friday.

Language Access

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SAN FRANCISCO FIRE COMMISSION

MINUTES OF FIRE COMMISSION SPECIAL MEETING
Thursday, May 14, 2015 - 3:00 p.m.

698 Second Street, Room 221 ■ San Francisco ■ California ■ 94107

President Evans called the meeting to order at 3:10 p.m.

Item No.

1. ROLL CALL

President	Andrea Evans
Vice President	Francee Covington
Commissioner	Stephen A. Nakajo
Commissioner	Michael Hardeman

Also Present:
Ruth Bond, Deputy City Attorney, Labor Team
Jonathan Rolnik, Deputy City Attorney, – Labor Team
Jenica Maldonado, Deputy City Attorney, Labor Team
Jana Clark, Deputy City Attorney, Government Team
Joanne Hayes-White, Chief of the Department
Maureen Conefrey, Commission Secretary

2. CLOSED SESSION: LITIGATION UPDATE FROM THE CITY ATTORNEY'S OFFICE ON PENDING EMPLOYMENT LAWSUITS PERTAINING TO THE SAN FRANCISCO FIRE DEPARTMENT *[Discussion]*

A. Public comment on all matters pertaining to the potential closed session.

President Evans called for public comment. No members of the public were present and President Evans closed public comment.

B. Vote on decision whether to go into closed session.

President Evans called for a motion to hold discussions in Closed Session. Commissioner Hardeman Moved, Commissioner Nakajo Seconded and the motion was unanimously approved. (4-0; Evans, Covington, Nakajo, Hardeman)

The Commission held discussions on the following matters in Closed Session at 3:11 p.m:

Evan Connor v. City & County of San Francisco, et al., Superior Court Case no. CFF-11-511559, writ petition filed September 1, 2011
Mark Johnson, et al. v. City & County of San Francisco, et al., USDC Northern District of California, Case No. CV-09-5503 (JSW), filed November 20, 2009
John Danner, et al. v. City & County of San Francisco, et al., Superior Court Case No. CGC 10-501981, filed July 28, 2010
Aaron Stevenson, et al. v. City & County of San Francisco, et al., USDC Northern District of California, Case No. CV-11-4950, filed October 11, 2011
Nancy Barsotti, et al. v. City & County of San Francisco, et al., Superior Court Case No. CGC-14-537224, filed February 6, 2014

Lawanda Anderson v. City & County of San Francisco, USDC Northern District of California, Case No. CV-13-5555 (DMR), filed December 2, 2013.
Andre Price, et al. v. City & County of San Francisco, Superior Court Case No. CGC-14-543349, filed December 22, 2014.

C Vote on whether to disclose discussions if held in Closed Session per Administrative Code §67.12(a).

The Commission reconvened in Open Session at 3:59 p.m.

Commission Vice President Covington moved to not disclose discussions held in Closed Session. Commissioner Hardeman seconded. The motion was unanimously approved. (4-0; Evans, Covington, Nakajo, Hardeman)

3. DISCUSSION CONCERNING POSSIBLE CHANGES TO RULES GOVERNING DISCIPLINARY CASES *[Discussion]*

President Evans continued this item.

A. Public comment on all matters pertaining to the potential closed session.

B. Vote on decision whether to go into closed session.

C Vote on whether to disclose discussions if held in Closed Session per Administrative Code §67.12(a).

4. ADJOURNMENT

The meeting was adjourned at 4:00 p.m.

SAN FRANCISCO FIRE COMMISSION

Fire Commission Regular Meeting
Thursday, May 14, 2015 - 4:00 p.m.

698 Second Street, Room 102 ■ San Francisco ■ California ■ 94107

AGENDA

Item No.

1. ROLL CALL

President	Andrea Evans
Vice President	Francee Covington
Commissioner	Stephen A. Nakajo
Commissioner	Michael Hardeman
Commissioner	Ken Cleaveland
Chief of Department	Joanne Hayes-White

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2. GENERAL PUBLIC COMMENT

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3. PRESENTATION OF RETIREMENT CERTIFICATES
Presentation of Retirement Certificates to members that have retired from the San Francisco Fire Department.

4. APPROVAL OF THE MINUTES *[Discussion and possible action]*
Discussion and possible action to approve meeting minutes.

- **a.** Minutes from the Regular Meeting of March 26, 2015
- **b.** Minutes from the Regular Meeting of April 9, 2015

5. STATUS OF THE CONTINUOUS TESTING PROGRAM
Update from the Human Resources Director on the status of the Continuous Testing Program for Entry-Level Firefighters

6. CHIEF OF DEPARTMENT'S REPORT *[Discussion]*

REPORT FROM CHIEF OF DEPARTMENT
Report on current issues, activities and events within the Department, including Fiscal Year 2014-2015 budget.

REPORT FROM OPERATIONS
Report on overall field operations, the Bureau of Fire Prevention & Investigation, Airport Division.

7. **AGENDA FOR NEXT FIRE COMMISSION MEETING** ***[Discussion]***
Discussion regarding agenda for the May 28, 2015 regular meeting.

8. **ADJOURNMENT**

SAN FRANCISCO FIRE COMMISSION

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SAN FRANCISCO FIRE COMMISSION

FIRE COMMISSION REGULAR MEETING
DRAFT MINUTES
Thursday, May 14, 2015 – 4:00 p.m.
698 Second Street, Room 102

The audio files have been uploaded onto the Fire Commission Website at:
http://sanfrancisco.granicus.com/MediaPlayer.php?view_id=133&clip_id=22767 and
http://sanfrancisco.granicus.com/MediaPlayer.php?view_id=133&clip_id=22768

President Andrea Evans called the meeting to order at 4:12 PM

1. ROLL CALL

Commission President	Andrea Evans	Present
Commission Vice President	Francee Covington	Present
Commissioner	Stephen Nakajo	Present
Commissioner	Michael Hardeman	Present
Commissioner	Ken Cleaveland	Excused
Chief of Department	Joanne Hayes-White	Present
Mark Gonzales	Deputy Chief – Operations	
Ray Guzman	Deputy Chief – Administration	
Dale Carnes	Airport Division	
Shane Francisco	Homeland Security	
Michie Wong	Prevention	
Raemona Williams	Division of Training	
Assistant Chiefs		
Zachary Pumphrey	Division 2	
Bryan Rubenstein	Division 3	
Staff		
Clement Yeh	EMS Medical Director	

2. GENERAL PUBLIC COMMENT

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3. PRESENTATION OF RETIREMENT CERTIFICATES

Presentation of Retirement Certificates to members that have retired from the San Francisco Fire Department.

Chief Hayes-White presented Retirement Certificates to approximately 30 retired members and gave a brief overview of their work history. The retired members spoke

briefly on their time in the Department and thanked the Chief and the Commission for presenting the retirement certificates.

President Evans acknowledged Chief Wong who just announced her retirement and stated on behalf of the Commission we want to thank you so much for your service and your dedication to the department and presented Chief Wong with a bouquet of flowers.

Chief Wong thanked the Commission, Chief Hayes-White, the Command Staff and the Mayor for allowing her to be the Fire Marshal and stated it's been a pleasure. She added that Captain Dan De Cossio would take her place until they find a permanent replacement.

President Evans called for a Break at 5:10 PM.

4. APPROVAL OF THE MINUTES ***[Discussion and possible action]***
Discussion and possible action to approve meeting minutes.

a. Minutes from the Regular Meeting of March 26, 2015
b. Minutes from the Regular Meeting of April 9, 2015

Commissioner Hardeman moved to approve the Minutes. Commissioner Nakajo seconded. Motion to Adopt Minutes was unanimous.

There was no public comment

5. STATUS OF THE CONTINUOUS TESTING PROGRAM
Update from the Human Resources Director on the status of the Continuous Testing Program for Entry-Level Firefighters.

President Evans welcomed Micki Callahan, Director of Department of Human Resources. Ms. Callahan gave an update on the continuous testing process for entry-level firefighters. Director Callahan stated the Civil Service Commission approved an 18-month extension of the testing pilot program. She went on to explain the demographics of the list and they wanted to hold off as long as possible in releasing the list to see if the diversity of the pool of applicants would improve. She added that they did find that it compared to the available labor market, based on the 2010 census, which is the most recent one available. (Attached is a copy of the H-2 Firefighter Eligible List Demographic grid as of 5/13/15): http://sf-fire.org/modules/showdocument.aspx?documentid=3984

She touched on the recruitment efforts at different ethnic fairs and saw spikes in applicants following those events. She added that it is important to realize that continuous testing only works if you have continuous recruitment. What they have also realized it that having actual members of the Department doing the recruiting is more beneficial than relying on volunteers from various membership groups. She added that the Chief has started a recruitment committee that Chief Williams will be leading and they have requested support from the Mayor's Office. Ms. Callahan noted that DHR can do the social media part and work closely with the Department about events, but they really need to have the resources and the Department to continuously devote to continuous recruitment. Ms. Callahan touched on the ranking and explained to rank number one, you have to have a perfect score and be a disabled veteran. She also

touched on the percentages of test takers from California, outside California, the Bay Area and outside the Bay Area.

Commissioner Nakajo asked what makes up the 2,684 on the list. Director Callahan explained that meant they applied, took the test, were ranked and that they also produced their EMT certificate for California. Commissioner Nakajo also asked if the test was changed so that there is accessibility for the applications to be computer generated. Director Callahan stated that it was changed to have the ability to continually refresh the list and also to have a more candidate friendly process where people don't have to come once every four years and take the test, and if you miss the date because of a conflict, you don't have to wait another four years. She added that it is an excellent test and has the highest standard and criteria validation and it's very technical. She continued that the goal is to get a diverse candidate pool that reflects the Bay Area's available work force and ensure that they are doing everything possible to recruit because if people do not take the test then we cannot hire them. She confirmed that they use the rule of the list for entry-level firefighters.

Vice President Covington asked Director Callahan if there was a way to parse out the number of people who apply with San Francisco addresses. Director Callahan stated they could sort it by zip code. Vice President Covington also asked if there was a reason why the number of black applicants, particularly females, has dropped. Director Callahan answered that females overall are lower than they would like and that conjecture about the changing population of San Francisco may be a factor, but she noted that after recruiting at the Black Expo in Oakland, they had an increase in applicants the following month. She added that by going to people instead of having them to us, is the more outward recruitment strategy and to continuously monitor the applicant pool, to make sure it is reflective of San Francisco and our available labor market. Vice President Covington stated that she would like to see something that is a public relations campaign or an outreach campaign that is more robust, in addition to the black members and the community newspapers, we need to really cast a wider net in general. She added that it is very important that we continue to make progress in the areas that were not made historically.

Commissioner Hardeman stated that the goal is to be in partnership with the Department and Commission and to get fine candidates to apply who would be great firefighters and he welcomes any recommendations for resources that may be available for recruiting. Director Callahan acknowledged that they got a bit of a slow start and in the continuous model, that is not necessarily bad, because you can actually evaluate where you are and change your course, and that's what they are hoping to be able to do. Commissioner Hardeman commented that there are so many eligible candidates that would make great firefighters and he thinks that the hardest job the Chief has is picking candidates from this list.

President Evans asked for clarification on some of the other ranks on the list, such as rank six thru twelve. Director Callahan explained that the test is based on four elements which includes a score in human relations and it could be seen as a bell curve. She added that anybody who passed the test, she believes, meets the qualifications and the potential to be a fine firefighter for San Francisco. President Evans asked if Director Callahan had the

percentage of people that did not pass the test and Ms. Callahan responded that approximately 23 percent did not pass. President Evans was glad to hear that the Civil Service Commission is writing a letter to the Mayor's Office in support of a recruitment position for the Department, as she knows it is a priority for the Mayor to have a workforce that represents the City. She also acknowledged that hopefully with the addition of a dedicated recruitment person, progress will be made in generating a more diverse pool list.

There was no public comment.

6. CHIEF OF DEPARTMENT'S REPORT *[Discussion]*

REPORT FROM CHIEF OF DEPARTMENT
Report on current issues, activities and events within the Department, including Fiscal Year 2014-2015 budget and discussion regarding the SFFD Drug and Alcohol Testing Program.

Chief of Department's report was called out of order, due to the fact that the Chief had a prior engagement she needed to attend. Her report followed Item 4 on the agenda.

Chief Hayes-White thanked Micki Callahan, Director of Human Resources for allowing her to speak out of order. She also acknowledged Assistant Deputy Chief and Fire Marshal for the last two years, Michie Wong who recently announced her plans to retire in June, and wishing her well in her retirement.

Chief Hayes-White also announced that Chief Financial Officer Mark Corso and his wife Jenny had their second child this morning, a little boy. She added that in regards to the budget, the Committee has been working closely with the Mayor's office over the past several months with the submission of the 2015-16 and 2016-17 budget. She acknowledged how helpful it was to have members of the Department on the Budget Committee, not only to get insight from them, but also so that they could get a snapshot of what the budget process entails.

Chief Hayes-White was delighted to announce that all 42 EMS academy recruits that entered the Department on April 6, 2015 would be graduating on Friday, May 22, 2015 at 10:00 at the Treasure Island Training Facility. She thanked the Division of Training staff for the great work that they have done. She touched on the diligent work of the training staff is doing to advance 32 Level 1 EMT's, to bump them up to Level 2 rank. She mentioned the temporary changes that that the EMS facility, Station 49 is undergoing under the direction of Chief Myers, Chief Molloy and Chief Lombardi. She was also happy to report that the new temporary structure for Station 48 at Treasure Island is scheduled to open on May 20, 2015 and the members are enthusiastic about it. She talked about the revised plans for Station 16 and how they are working with the Department of Public Works regarding the members' concerns, and the possibility of forming a working committee to address those concerns.

Chief Hayes-White acknowledged receipt of the draft Budget and Legislative Analysis Audit related to the performance audit that was done for administrative staffing and strategic planning. and they are in the process of reviewing it and providing a written response.

Chief Hayes-White mentioned that there was a meeting before the Civil Service Commission to extend the Continuous Testing process for entry level H-2 for an additional 18 months that was unanimously agreed upon.

Chief Hayes-White acknowledged that Paramedic Captain Tony Dumont will be honored with recognition as a ceremony for EMS week on Wednesday afternoon at City College.

She concluded by touching upon the Superbowl preparations that are taking place under the direction of Assistant Deputy Chief Francisco.

Commissioner Hardeman asked the Chief when she is considering the recruits for the next H-2 class, will she consider the folks that were on the last list that did not get hired. Chief Hayes-White answered that what she will commit to doing, is looking to see where they were on the last list and how they performed on the most recent test, as well as looking at applying secondary criteria.

President Nakajo asked how many members are going to be selected for the 118th recruit class. Chief Hayes-White answered that they are scheduled to hire 54 members, 40 off the list and 14 from Station 49.

Vice President Covington asked if the Department had applied for the Federal Grant for the public education person. Chief Hayes-White confirmed that the Department has applied for that Grant.

Public Comment: John Darmanin congratulated Chief Michie Wong for her service and her announced retirement. He talked about what a privilege and pleasure it was working directly with her as the Captain of the Arson Task Force. He added that Chief Wong definitely left her mark on Fire Prevention and Investigation

REPORT FROM OPERATIONS
Report on overall field operations, the Bureau of Fire Prevention & Investigation, Airport Division, Emergency Medical Services and the Division of Emergency Communications.

Chief Gonzales' report covered the period of from April 8th to May 5, 2015. He announced that there were two greater alarms, both second alarms. The first one was at 2942 Lyon Street between Greenwich and Lombard, at 7:30 in the morning and the fire is still under investigation. AC Burke was in command of this fire and there were no injuries. The second one was at 167 Maynard on April 28, 2015 at approximately 5:00 p.m. AC Siragusa was in command of this fire and there were no injuries but two adults were displaced and Red Cross was notified. He added the fire is also under investigation.

Chief Gonzales stated that they are working on the H-8 per diem negotiations with DHR and Local 798 and they are getting close to an agreement. He is also working with Local 798 regarding the 42-hour workweek. He touched on the good work being done by Chief Myers and Acting Section Chief Melanie Brandon her staff at Treasure Island, putting together a video training modular. He also mentioned that he is working with PIO Talmadge, RC Zanoff, Deputy Chief Guzman and others on the rescission and retention of the General Orders. He also announced the meetings and parades he attended during this reporting period.

Chief Gonzales touched on the upcoming H-3 L-1 to L-2 bump up academy starting on May 26th as well as getting 11 H-2's that will be joining that class and he expressed that it is important to increase staffing as they foresee a lot of H-3 Level 3's and EMS personnel or H-33's retiring next year. He added that if they want to keep ALS engines staffed, they will need to fortify that rank now. He commended Dr. Yeh for working very diligently on the EMS 6 proposal and thought that would definitely help the EMS system especially with the repeat callers they respond to. He also acknowledged the good work on the new EPCR platform being done by Chief Myers, Mark Corso and Jesus Mora. He also thanked ADC Michie Wong who will be retiring and acknowledged the great job she

has done under very challenging circumstances, with limited staffing. He added they are working on replenishing the staffing at Fire Prevention and Arson Investigations.

Chief Gonzales stated that Supervisor Campos has proposed a task force to be formed to provide a way to stop devastating fires from occurring in existing non-sprinklered buildings. He added that high-rise inspections are on track for completing all required annual inspections, and there are currently about 632 high-rise buildings in the City. He commended Captain Darmanin regarding the Youth Fire Center Prevention and Intervention course that he held on April 20th where eighteen students successfully completed the training and received National Fire Academy Certification. He touched on the work being done by Acting Battalion Chief Storti, which includes completing the new maps and response district design for fire stations, assisting EMS in a new schedule for the dynamic ambulances and the testing of new radios and accessories at fire training.

There was no public comment.

7. AGENDA FOR NEXT FIRE COMMISSION MEETING *[Discussion]*
Discussion regarding agenda for the May 28, 2015 regular meeting.

Commissioner Hardeman announced that he would be missing the May 28, 2015 regular meeting due to a planned trip.

- Report on the ESER Bond Update

There was no public comment.

8. ADJOURNMENT

President Evans adjourned the meeting at approximately 6:40 PM.

SAN FRANCISCO FIRE COMMISSION

Fire Commission Special Meeting
Friday, May 15 2015 - 10:00 a.m.
San Francisco Ocean Beach, Stairwell 15
Near Fulton and the Great Highway
■ San Francisco ■ California ■ 94121

AGENDA

Item No.

1. ROLL CALL

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Commissioner	Stephen A. Nakajo

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3. SURF RESCUE COURSE (DEMONSTRATION)
Observe mock surf and rescue demonstrations conducted by the San Francisco Fire Department Surf Rescue Unit

4. ADJOURNMENT

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SAN FRANCISCO FIRE COMMISSION

NOTICE OF COMMISSION PROCEDURES

Commission Meeting Schedule and Location

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SAN FRANCISCO FIRE COMMISSION

FIRE COMMISSION SPECIAL MEETING
May 28, 2015 – 9:30 AM
698 Second Street, Room 102, San Francisco, CA 94107

AGENDA

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Item No.

1. **ROLL CALL**

   Commissioner Ken Cleaveland, Hearing Officer

2. **CASE NO. 2014-10: HEARING ON EMPLOYEE DISCIPLINE CONCERNING VERIFIED COMPLAINT FILED BY CHIEF OF DEPARTMENT AGAINST MEMBER, DATED NOVEMBER 12, 2014, FOR VIOLATIONS AS FOLLOWS:**

   - Section 3909 – False Reports
   - Section 3919 – Proper Behavior
   - Section 3921 – Inattention to Duty
   - Section 3923 – Acts Detrimental to the Welfare of the Department

   This case may be heard in Closed Session pursuant to Government Code Section 54957(b) and San Francisco Administrative Code Section 67.10(b).

   A. Public Comment on Special Meeting Agenda Item; Possible Closed Session

   Members of the public may comment on all matters pertaining to Agenda Item No. 2, and whether to consider the matter in Closed Session. [Government Code §54954.3(a), Administrative Code §67.15(b)]

   B. Decision by Hearing Officer on whether to hold the hearing on the verified complaint in Closed Session

   C. Hearing on verified complaint (in open or Closed Session, per the Hearing Officer's decision)

   D. If Closed Session is held, reconvene in Open Session

3. **ADJOURNMENT**

SAN FRANCISCO FIRE COMMISSION

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SAN FRANCISCO FIRE COMMISSION

FIRE COMMISSION SPECIAL MEETING
May 28, 2015 – 9:30 AM
698 Second Street, Room 102, San Francisco, CA 94107

AGENDA

Item No.

1. **ROLL CALL**

   Commissioner Ken Cleaveland, Hearing Officer

2. **CASE NO. 2014-10: HEARING ON EMPLOYEE DISCIPLINE CONCERNING VERIFIED COMPLAINT FILED BY CHIEF OF DEPARTMENT AGAINST MEMBER, DATED NOVEMBER 12, 2014, FOR VIOLATIONS AS FOLLOWS:**

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   B. Decision by Hearing Officer on whether to hold the hearing on the verified complaint in Closed Session

   C. Hearing on verified complaint (in open or Closed Session, per the Hearing Officer's decision)

   D. If Closed Session is held, reconvene in Open Session

3. **ADJOURNMENT**

CANCEL

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SAN FRANCISCO FIRE COMMISSION

Fire Commission Special Meeting
Thursday, May 28, 2015 – 3:30 p.m.

698 Second Street, Room 221 ■ San Francisco ■ California ■ 94107

AGENDA

Item No.

1. ROLL CALL

President	Andrea Evans
Vice President	Francee Covington
Commissioner	Stephen A. Nakajo
Commissioner	Ken Cleaveland
Chief of Department	Joanne Hayes-White

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8. CLOSED SESSION: CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION ***[Discussion and Possible Action]***

Conference with legal counsel to discuss existing litigation pursuant to California Government Code Section 54956.9(a) and San Francisco Administrative Code Section 67.10(d)(1) and possible recommendation to the Board of Supervisors for settlement approval or to take other action.

Existing Litigation:
Evan Connor v. City and County of San Francisco
San Francisco Superior Court Case No. 11-511559
Date Filed: September 1, 2011

A. Public comment on all matters pertaining to the potential closed session.

B. Motion whether to assert the attorney-client privilege and go into closed session, pursuant to Admin. Code §67.10(d)(2) and Government Code §54956.9(a)***[Action]***

C. Per vote of the Commission: Possible closed session conference with legal counsel to discuss proposed settlement of existing litigation. Discussion and possible action to recommend that the Board of Supervisors approve settlement or take other action. . ***[Discussion and Possible Action]***

D If closed session is held, reconvene in open session. Motion to disclose or not disclose closed session discussion pursuant to Admin. Code §67.12(a)(2) ***[Action]***

4. ADJOURNMENT

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SAN FRANCISCO FIRE COMMISSION

MINUTES OF FIRE COMMISSION SPECIAL MEETING
Thursday, May 28, 2015 - 3:30 p.m.

698 Second Street, Room 221 ■ San Francisco ■ California ■ 94107

President Evans called the meeting to order at 3:39 p.m.

Item No.

1. ROLL CALL

President	Andrea Evans
Vice President	Francee Covington
Commissioner	Stephen A. Nakajo
Commissioner	Ken Cleaveland

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Also Present:
Lisa Berkowitz, Deputy City Attorney, Labor Team
Jana Clark, Deputy City Attorney, Government Team
Maureen Conefrey, Commission Secretary

2. CLOSED SESSION: CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION *[Discussion and Possible Action]*

Conference with legal counsel to discuss existing litigation pursuant to California Government Code Section 54956.9(a) and San Francisco Administrative Code Section 67.10(d)(1) and possible recommendation to the Board of Supervisors for settlement approval or to take other action.

Existing Litigation:
Evan Connor v. City and County of San Francisco
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Date Filed: September 1, 2011

A. Public comment on all matters pertaining to the potential closed session.

President Evans called for public comment. No members of the public were present and President Evans closed public comment.

B. Motion whether to assert the attorney-client privilege and go into closed session, pursuant to Admin. Code §67.10(d)(2) and Government Code §54956.9(a)***[Action]***

President Evans called for a motion to hold discussions in Closed Session. Commissioner Cleaveland Moved, Vice President Covington Seconded and the motion was unanimously approved. (4-0; Evans, Covington, Nakajo, Cleaveland)

The Commission held discussions on the following matter in Closed Session at 3:41 p.m.:

Evan Connor v. City & County of San Francisco, et al., Superior Court Case no. CFF-11-511559, filed September 1, 2011; proposed settlement.

The Commission reconvened in Open Session at 3:52 p.m.

The Commission voted unanimously to approve the settlement and recommended that the Board of Supervisors approve the settlement.

Commissioner Cleaveland moved to not disclose discussions held in Closed Session. Commissioner Nakajo seconded. The motion was unanimously approved. (4-0; Evans, Covington, Nakajo, Cleaveland)

3. ADJOURNMENT

The meeting was adjourned at 3:53 p.m.

SAN FRANCISCO FIRE COMMISSION

Fire Commission Regular Meeting
Thursday, May 28, 2015 - 4:00 p.m.
698 Second Street, Room 102 ■ San Francisco ■ California ■ 94107

AGENDA

Item No.

1. ROLL CALL

President	Andrea Evans
Vice President	Francee Covington
Commissioner	Stephen A. Nakajo
Commissioner	Michael Hardeman
Commissioner	Ken Cleaveland
Chief of Department	Joanne Hayes-White

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2. PUBLIC COMMENT

Members of the public may address the Commission for up to three minutes on any matter within the Commission's jurisdiction and does not appear on the agenda. Speakers shall address their remarks to the Commission as a whole and not to individual Commissioners or Department personnel. Commissioners are not to enter into debate or discussion with a speaker. The lack of a response by the Commissioners or Department personnel does not necessarily constitute agreement with or support of statements made during public comment.

3. APPROVAL OF THE MINUTES *[Discussion and possible action]*
Discussion and possible action to approve meeting minutes.

a. Minutes from the Regular Meeting on April 23, 2015
b. Minutes from the Special Meeting on May 14, 2015

4. PRESENTATION FROM DEPARTMENT OF PUBLIC WORKS ON 2010/2014 ESER PROJECTS
Overview and update on ESER Projects

5. CHIEF OF DEPARTMENT'S REPORT *[Discussion]*

REPORT FROM CHIEF OF DEPARTMENT
Report on current issues, activities and events within the Department, including Fiscal Year 2014-2015 budget.

REPORT FROM ADMINISTRATION
Report on the Administrative Divisions, Fleet and Facility status, Finance and Support Services within the Department.

6. AGENDA FOR NEXT FIRE COMMISSION MEETING *[Discussion]*
Discussion regarding agenda for the June 11, 2015 regular meeting.

8. ADJOURNMENT

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SAN FRANCISCO FIRE COMMISSION

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FIRE COMMISSION REGULAR MEETING
MINUTES
Thursday, May 28, 2015 – 4:00 p.m.
698 Second Street, Room 102

The audio recording has been uploaded to the FC Website at:
http://sanfrancisco.granicus.com/MediaPlayer.php?view_id=133&clip_id=22910

President Evans called the meeting to order at 4:09 PM.

1. ROLL CALL

Commission President	Andrea Evans	Present
Commission Vice President	Francee Covington	Present
Commissioner	Stephen Nakajo	Present
Commissioner	Michael Hardeman	Excused
Commissioner	Ken Cleaveland	Present
Chief of Department	Joanne Hayes-White	Present

2/15

Mark Gonzales	Deputy Chief – Operations
Ray Guzman	Deputy Chief – Administration
Jeff Myers	EMS
Dale Carnes	Airport Division
Ken Lombardi	Support Services
Shane Francisco	Homeland Security
Dan De Cossio	Bureau of Fire Prevention
Raemona Williams	Division of Training
Assistant Chiefs	
Kevin Taylor	Division 2
Matthew McNaughton	Division 3
Staff	
Jesusa Bushong	Department Personnel Officer

2. PUBLIC COMMENT

David Hall thanked the Department for the internship program that it has in place with City College of San Francisco Fire Academy. He added that he was a member of the 12th City College of San Francisco Fire Academy Class. He also stated that subsequently he interned with the Department last spring at Station 17 in the Bayview. He thinks that this is a fantastic program, unique to the City.

3. APPROVAL OF THE MINUTES *[Discussion and possible action]*

Discussion and possible action to approve meeting minutes.

a. Minutes from the Regular Meeting on April 23, 2015
b. Minutes from the Special Meeting on May 14, 2015

Commissioner Cleaveland Moved to approve the Minutes. Vice President Covington Seconded. Motion to Adopt Minutes of Regular Meeting on April 23, 2015 and Special Meeting on May 14, 2015 was unanimous.

There was no public comment.

4. PRESENTATION FROM DEPARTMENT OF PUBLIC WORKS ON 2010/2014 ESER PROJECTS

Overview and update on ESER Projects

Chief Hayes-White introduced Mr. Charles Higueras and thanked DPW. She added that they have been an excellent partner for a long period, particularly as it relates to the Earthquake Safety and Emergency Response Bond program (ESER). She acknowledged the Department liaison, Deputy Chief Lombardi who works very closely with Mr. Higueras and Mr. Sam Chiu.

Attached is the Presentation from Mr. Charles Higueras of the Project Management Unit of Department of Public Works. http://www.sf-fire.org/modules/showdocument.aspx?documentid=4000

Mr. Higueras proceeded to give a brief recital on the accomplishments of the 2010/2014 ESER bond programs He talked about the scope, the budget and the schedule for the projects and the work that is underway, accomplished and proposed which is all outlined in the attached presentation.

President Evans thanked Mr. Higueras for his presentation.

Commissioner Cleaveland asked for clarification on ESER Bond money versus General Fund money when it comes to items like repairing plumbing, electrical or roofing problems. Mr. Higueras confirmed that those types of repairs would have to come out of the Department's General Fund and Chief Hayes-White concurred. Mr. Higueras explained that ESER Bond funds are applied differently from how general fund money is utilized. He stated that the ESER Bond money has a completely different set of rules on how that money is spent and different accountability, entities and processes. There is a citizens' general obligation bond committee that oversees how the DPW manages bond funds.

Commissioner Cleaveland also inquired as to the rebuilding of Pier 22 ½. Mr. Higueras answered that Pier 22 ½ is literally falling into the bay and he hopes it lasts as long as they need it and they are still in the process of developing an approach. He added that they have no intention of renovating the existing pier as it is inadequate, they are going to go ahead and replace the facility, somewhere near the current Pier 22 ½.

Vice President Covington thanked Mr. Higueras for his presentation. She asked if the selection of the artist is underway for Station 5, and whether the artwork that will be displayed at Station 5 would be viewed by the public. Mr. Higueras replied that the artwork will be visible from the street. He also acknowledged that Station 5 is scheduled for a total tear down and will be rebuilt and the duration of construction will likely be two years. Vice President Covington asked what the cause of disagreement is from the neighbors near Station 16. Mr. Higueras answered that construction is disruptive, noisy, dusty and messy and the neighbors do not like that. He added that the City has an interest in ensuring that all of its first responder facilities are sufficient to the purpose for which they are intended, and Station 16 is not up to standard. He added that it can't be modified as is, so they are compelled to replace it and it has caused disruption to the neighborhood. The Neighbors have filed a complaint, the Board of Supervisors denied the appeal and the complaint is currently scheduled to be heard before the Board of Appeals in June. He added that they will be working very closely to ensure that the neighbors understand why, what, and how they are doing to best minimize the disruption to their particular lives. Vice President Covington was glad to hear they were responding with outreach to the neighbors.

Vice President Covington asked about the replacement of tanks and generators. Mr. Higueras went on to explain the locations and replacement plans for underground storage tanks for fuel and safety purposes.

Vice President Covington stated that she would appreciate when it comes to work at Station 30, that they consider giving the Arson Unit the items that they have requested. Mr. Higueras stated he has been working through a number of those issues with Captain Darmanin.

Commissioner Nakajo thanked Mr. Higueras for this presentation. He added that he was impressed how well versed Mr. Higueras was in terms of all the details that he covered in his presentation. Commissioner Nakajo inquired about the timing of a potential 2020 ESER Bond in comparison to ESER 2010 and 2014

Mr. Higueras stated that they are preliminary dates. The City has a capital plan, which identifies all the infrastructure improvements, and it decides which of those falls within the context of the City's financial capability with general obligation bonds and which fall within the context of general fund financed work. Commissioner Nakajo confirmed that the 2010/2014 ESER Bonds were not just for the benefit of the Fire Department, it also benefited the police department and other public safety departments within the City. Mr. Higueras added that the needs of the Fire Department are considerable. Two bond measures have been passed and it's only begun to scratch the surface and it's within the discretion of the Department to increase the budget for Focus Scope funds. Commissioner Nakajo added that he is looking for advocacy of the Department and how that plays through a robust budget in terms of requests that can be made for operational improvements.

President Evans thanked Mr. Higueras for his presentation. She asked if work was still being done from the comprehensive evaluation that was conducted to determine what the needs were for the fire stations before ESER 2010 was approved and because 10 years have passed, will another update need to be conducted. Mr. Higueras answered yes, as far as it provides the initial context for what we understood of the condition of stations, but as we execute projects and get to know stations much more intimately than the initial survey allowed, we learned that either we did not know enough to inform our first opinion or we need to know more. We're going to reiterate that opinion from 2009 and continue to lean better insight into what the needs are, having done comparable projects at other locations.

President Evans asked how the they plan on managing the scheduled closing of Station 16 and 5 at the same time. Chief Lombardi responded that although it's a unique situation and they have never built two firehouses at the same time, operationally they are still talking about that and if the Fire Department decides only to close one at a time, then they will push one of the those projects back. He added that they would never shut one of the companies down; they would just move the members to other firehouses. President Evans asked if the work currently being done on Station 49 was funded by ESER money. Chief Lombardi confirmed that it was not, it was coming out of the Department's general fund.

There was no public comment

5. CHIEF OF DEPARTMENT'S REPORT *[Discussion]*

REPORT FROM CHIEF OF DEPARTMENT
Report on current issues, activities and events within the Department, including Fiscal Year 2014-2015 budget.

Chief Hayes-White reported on issues since the last meeting of May 14, 2015. She was pleased to report that the Department has received some additional funding regarding the budget request. She announced that the two-year budget includes 35.7 million in new Fire Department enhancements. She added that the Department needs to be able to provide the service that we are accustomed to providing, particularly under challenging times with the growing population that we have. She acknowledged her appreciation of the support of the Commissioners on department issues, but specifically related to the budget. She also thanked the Budget Committee as well for their participation.

Chief Hayes-White acknowledged the partnership that they have with DPW, and specifically Assistant Deputy Chief Ken Lombardi for his efforts, under the direction of Chief Guzman for moving the Station 48 project along at record pace for the City. She also acknowledged the members of Station 48 who have been very patient during the project.

Chief Hayes-White also congratulated Rescue Captain Tony Dumont who was presented an EMS award at the ceremony held under the direction of the Department of Emergency Management during part of EMS week. She also congratulated the other recipients that received awards including former member Megan Corry who received the lifetime achievement award. She also acknowledged the 42 member EMT academy who all graduated on May 22, 2015.

Chief Hayes-White thanked President Evans for assisting her in in the development of a strategic plan for the Department, and they have met with Union President Tom O'Connor regarding setting up a committee and rolling out a strategic plan sometime in 2016.

Chief Hayes-White announced the retirement of Assistant Deputy Chief Michie Wong whose last day will be June 5, 2015 and Dan De Cossio has taken over in interim Fire Marshal, while they find a permanent replacement.

Chief Hayes-White stated that regarding the H-2 process, she was happy to hear from the Mayor's Office that they will be getting a second academy class in January, and that will be in addition to a second class in 2017 and 2018.

Commissioner Cleaveland expressed the importance of knowledge of fire safety codes when selecting the next fire marshal. He stressed how critical it is for the fire marshal really know the codes well and he hopes those qualification are on the top of the list when the selection is made.

Vice President Covington asked the Chief about the survey the H-2 candidates are required to take, and how was she going to sort through it. Chief Hayes-White explained the results from the survey would probably be in a Excel format, and similar to what she had done in the past, is she will take a look at the list, go through the secondary criteria and select enough individuals to put 65 to 70 individuals through backgrounds. Of those folks that pass the background portion, she will take a look at ranking, in order to be able to select 40 to attend the next academy class.

Vice President Covington asked how the plans for the Department's 150 anniversary are coming along. Chief Hayes-White stated they are in the initial stages and she has met with David Ebarle who works for the Department of Emergency Management and is a member of the Guardians of the City. She added that she intends to designate a committee of an assortment of people from the Department, as well as some philanthropic types from outside the Department. Vice President Covington confirmed that that the target date for the roll out of the strategic plan is fall of 2016 with a committee consisting of approximately 12 to 15 members.

President Evans thanked the Chief for sitting down with Tom O'Connor to get the ball rolling on the strategic plan. She added that she was more optimistic that it can be done sooner, maybe Spring of 2016. She welcomed Captain De Cossio and thanked him for stepping in and helping while Chief Wong retires. President Evans expressed how fortunate she was to be able to attend one of the surf rescue demonstrations at Ocean Beach and she thought it was amazing. She also mentioned how delighted she and Commissioner Nakajo were to attend the graduation ceremony last week. She acknowledged that the vigorous interviews that Chief Myers put them through really helped.

Vice President Covington commented on how excited she was that 42 went into the academy and 42 graduated. She also wished to express her appreciation to her follow Commissioners, Chief of the Department, Command Staff, members of the Department, and the Board of Supervisors who really pushed to get those enhancements through on the budget.

REPORT FROM ADMINISTRATION
Report on the Administrative Divisions, Fleet and Facility status, Finance and Support Services within the Department.

Chief Guzman gave his administrative report for the Month of May. He started by acknowledging Chief Lombardi, Captain Barbero, Acting Lieutenant Keven Kramer and Facilities Engineer Avo Sarkissian for the project taking place at Treasure Island with the replacement of Station 48 as well as all the ESER projects that are ongoing. He touched on the replacement of pump station number one that has begun at Fire Headquarters, and he anticipates that project lasting about a year. He added that 4.5 SCBA's have been installed on all of the ambulances and the members have been mask fitted and trained on the SCBA's. He stated that Arson Investigation has moved into the new Public Safety Building, Station 30 and they are reconfiguring Station 49.

Chief Guzman stated that the Division of Training graduated 32 fire reserves from the 26-week training program. He thanked President Evans for attending the gradutation.

Chief Guzman touched on the update on the fireboat that is expected to be delivered next year.

Commissioner Cleaveland asked for an update on the reconfiguration of Station 49. Chief Guzman explained that they are adding a shower facility, more locker rooms and utilizing the extra space they now have since Arson has moved out. He added that they are still looking at other real estate to possibly relocate Station 49, but it is still up in the air. Commissioner Cleaveland also asked what impact the Department is expecting from the Superbowl. Chief Guzman answered that the Superbowl game itself won't impact the Department, it's the 8 days before the event that will impact the Department and Chief Francisco is working on a safety plan and the Department is working on securing a budget to staff the event.

Vice President Covington thanked Chief Guzman for this excellent update on the fireboat.

6. AGENDA FOR NEXT FIRE COMMISSION MEETING ***[Discussion]***

Discussion regarding agenda for the June 11, 2015 regular meeting.

- Update on Bureau of Communications?
- Update from SFGOV TV folks?

There was no public comment.

7. ADJOURNMENT

President Evans adjourned the meeting at 5:49 PM.

SAN FRANCISCO FIRE COMMISSION

FIRE COMMISSION SPECIAL MEETING
June 11, 2015 – 2:00 PM
698 Second Street, Room 221, San Francisco, CA 94107

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AGENDA

Item No.
1. ROLL CALL

Commissioner Michael Hardeman, Hearing Officer

05-08-15P01:16 RCVD

2. CASE NO. 2014-05: COMMISSION DELIBERATIONS AND POSSIBLE ACTION ON EMPLOYEE SUSPENSION APPEAL ***[Action item]***

In accordance with Article 40, Section 4005 of the Rules and Regulations, employee has appealed a 4-day suspension for violation of the Rules and Regulations as follows:

Section 3919 – Proper Behavior
Section 3924 – Disobedience
Section 3925 -- Insubordination

This case may be heard in Closed Session pursuant to Government Code Section 54957(b) and San Francisco Administrative Code Section 67.10(b).

a. Public Comment on Special Meeting Agenda Item; Possible Closed Session

Members of the public may comment on Agenda items that are scheduled for discussion or action. [Government Code §54954.3(a), Administrative Code §67.15(b)]

1. Public Comment on Agenda Item No. 2, including [*if there is a motion or request to go into Closed Session]* public comment on whether to go into Closed Session.

2. *If there has been a motion or request to go into Closed Session:* Vote on whether to hold Closed Session. ***[Action Item]***

b. Deliberations/Possible Action, Open or Closed Session

1. Deliberations, and possible action on Suspension Appeal ***[Action Item]***

c. If Closed Session is held, reconvene in Open Session

1. Report on any action taken in Closed Session as specified in California Government Code Section 54957.1(a)(5) and San Francisco Administrative Code section 67.12(b)(4).

2. Vote to elect whether to disclose any or all discussions held in Closed Session, as specified in San Francisco Administrative Code Section 67.12(a). ***[Action Item]***

3. ADJOURNMENT

SAN FRANCISCO FIRE COMMISSION

NOTICE OF COMMISSION PROCEDURES

Commission Meeting Schedule and Location

The Fire Commission meets regularly on the 2nd and 4th Thursday of each month at Fire Department Headquarters, Room 102, 698 Second Street, San Francisco. The Commission does not meet the week after Thanksgiving or between December 24th and December 31st.

Commission Office

The Fire Commission Office is located at 698 Second Street, Room 220, San Francisco, CA 94107. The Fire Commission telephone number is (415) 558-3451; the fax number is (415) 558-3413. The web address is www.sfgov.org/fire_comm/. Office hours are from 8:30 a.m. to 5:00 p.m., Monday through Friday.

Language Access

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Information on Disability Access

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Documents for Public Inspection

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Know Your Rights Under The Sunshine Ordinance
(Chapter 67 of the San Francisco Administrative Code)

Government's duty is to serve the public, reaching its decisions in full view of the public. Commissions, boards, councils and other agencies of the City and County exist to conduct the people's business. This ordinance assures that deliberations are conducted before the people and that City operations are open to the people's review. For more information on your rights under the sunshine ordinance or to report a violation of the ordinance, contact the sunshine ordinance task force. You may contact the current Sunshine Ordinance Task Force Administrator, Frank Darby, Jr., as follows: Sunshine Ordinance Task Force, City Hall, Room 244, 1 Dr. Carlton B. Goodlett Place, San Francisco, CA 94102-4689, Phone: (415) 554-7724, Fax: (415) 554-5784, E-mail: sotf@sfgov.org. Copies of the Sunshine Ordinance can be obtained from the Clerk of the Sunshine Task Force, the San Francisco Public Library and on the City's Web site at http://www.sfgov.org.

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SAN FRANCISCO FIRE COMMISSION

MINUTES OF FIRE COMMISSION SPECIAL MEETING
June 11, 2015 – 2:00 PM
698 Second Street, Room 221, San Francisco, CA 94107

President Evans called the meeting to order at 2:07 PM.

Item No.
1. ROLL CALL

Commissioner Michael Hardeman, Hearing Officer
Commission President Andrea Evans
Commission Vice President Francee Covington
Commissioner Stephen Nakajo
Commissioner Michael Hardeman
Commissioner Ken Cleaveland

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Also Present:
Zachary Porianda, Deputy City Attorney, Government Team – Counsel to the Commission
Maureen Conefrey, Commission Secretary

2. CASE NO. 2014-05: COMMISSION DELIBERATIONS AND POSSIBLE ACTION ON EMPLOYEE SUSPENSION APPEAL *[Action item]*

In accordance with Article 40, Section 4005 of the Rules and Regulations, employee has appealed a 4-day suspension for violation of the Rules and Regulations as follows:

- Section 3919 – Proper Behavior
- Section 3924 – Disobedience
- Section 3925 – Insubordination

This case may be heard in Closed Session pursuant to Government Code Section 54957(b) and San Francisco Administrative Code Section 67.10(b).

a. Public Comment on Special Meeting Agenda Item; Possible Closed Session

Members of the public may comment on Agenda items that are scheduled for discussion or action. [Government Code §54954.3(a), Administrative Code §67.15(b)]

1. Public Comment on Agenda Item No. 2, including [*if there is a motion or request to go into Closed Session]* public comment on whether to go into Closed Session.

President Evans called for public comment. No member of the public came forward and President Evans closed public comment.

2. *If there has been a motion or request to go into Closed Session:* Vote on whether to hold Closed Session. ***[Action Item]***

President Cleaveland Moved for a motion to hold deliberations in Closed Session. Commissioner Nakajo seconded, and the motion was unanimously approved. (5-0; Evans, Covington, Nakajo, Hardeman, Cleaveland)

b. **Deliberations/Possible Action, Open or Closed Session**

The Commission held deliberations in Closed Session at 2:09 p.m.

1. Deliberations, and possible action on Suspension Appeal ***[Action Item]***

c. **If Closed Session is held, reconvene in Open Session**

1. Report on any action taken in Closed Session as specified in California Government Code Section 54957.1(a)(5) and San Francisco Administrative Code section 67.12(b)(4).

The Commission reconvened in Open Session to report action taken at 3:01 p.m.

The Commission upheld the charges of violating Section 3919 – Proper Behavior; Section 3924 – Disobedience; *and* Section 3925 – Insubordination *in a unanimous vote. (5-0; Evans, Covington, Nakajo, Hardeman, Cleaveland))*

The Commission voted to uphold the Chief's penalty of a 4-day suspension by a vote of 5 - 0 (Evans, Covington, Nakajo, Hardeman, Cleaveland)).

Counsel for Commission will prepare the Findings of Fact.

2. Vote to elect whether to disclose any or all discussions held in Closed Session, as specified in San Francisco Administrative Code Section 67.12(a). ***[Action Item]***

Commissioner Cleaveland moved to not disclose discussions held in Closed Session. Commissioner Hardeman seconded. The motion was unanimously approved. (Evans Covington, Nakajo, Hardeman, Cleaveland.)

There was no public comment

3. ADJOURNMENT

President Evans adjourned the meeting at 3:02 p.m.

SAN FRANCISCO FIRE COMMISSION

Fire Commission Regular Meeting
Thursday, June 11, 2015 - 4:00 p.m.

698 Second Street, Room 102 ■ San Francisco ■ California ■ 94107

AGENDA

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Item No.

1. ROLL CALL

President	Andrea Evans
Vice President	Francee Covington
Commissioner	Stephen A. Nakajo
Commissioner	Michael Hardeman
Commissioner	Ken Cleaveland
Chief of Department	Joanne Hayes-White

2. GENERAL PUBLIC COMMENT

Members of the public may address the Commission for up to three minutes on any matter within the Commission's jurisdiction and does not appear on the agenda. Speakers shall address their remarks to the Commission as a whole and not to individual Commissioners or Department personnel. Commissioners are not to enter into debate or discussion with a speaker. The lack of a response by the Commissioners or Department personnel does not necessarily constitute agreement with or support of statements made during public comment.

3. RESOLUTION 2015-04 ***[Discussion and possible action]***
Discussion and possible action regarding proposed Resolution 2015-04, pertaining to the Bank of America Medal Fund Accounts (Rainey, Sullivan and Scannell)

4. APPROVAL OF THE MINUTES ***[Discussion and possible action]***
Discussion and possible action to approve meeting minutes.

a. Minutes from the Special Meeting of May 28, 2015

5. DISCUSSION OF AMENDING FIRE COMMISSION DISCIPLINE PROCEDURES TO PROMOTE MORE TIMELY AND EFFICIENT RESOLUTION OF CASES (Discussion)

6. CHIEF OF DEPARTMENT'S REPORT ***[Discussion]***

REPORT FROM CHIEF OF DEPARTMENT
Report on current issues, activities and events within the Department, including Fiscal Year 2014-2015 and 2015-2016 budgets.

REPORT FROM OPERATIONS
Report on overall field operations, the Bureau of Fire Prevention & Investigation, Airport Division in addition to update on EMS-6 and DEM/DOC.

7. AGENDA FOR NEXT FIRE COMMISSION MEETING ***[Discussion]***
Discussion regarding agenda for the June 25, 2015 regular meeting.

8. ADJOURNMENT

SAN FRANCISCO FIRE COMMISSION

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SAN FRANCISCO FIRE COMMISSION

FIRE COMMISSION REGULAR MEETING
MINUTES
Thursday, June 11, 2015 – 4:00 p.m.
698 Second Street, Room 102

The audio files have been uploaded onto the Fire Commission Website at:
http://sanfrancisco.granicus.com/MediaPlayer.php?view_id=133&clip_id=23095

President Andrea Evans called the meeting to order at 4:09 PM

1. ROLL CALL

Commission President	Andrea Evans	Present
Commission Vice President	Francee Covington	Present
Commissioner	Stephen Nakajo	Present
Commissioner	Michael Hardeman	Present
Commissioner	Ken Cleaveland	Excused
Chief of Department	Joanne Hayes-White	Present
Mark Gonzales	Deputy Chief – Operations	
Ray Guzman	Deputy Chief – Administration	
Jeff Myers	EMS	
Ken Lombardi	Support Services	
Shane Francisco	Homeland Security	
Dan DeCossio	Prevention	
Raemona Williams	Division of Training	
Assistant Chiefs		
Kevin Burke	Division 2	
Tom Siragusa	Division 3	
Staff		
Clement Yeh	EMS Medical Director	
Jesusa Bushong	Human Resources	
Mark Corso	CFO	

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2. GENERAL PUBLIC COMMENT

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3. RESOLUTION 2015-04 *[Discussion and possible action]*

Discussion and possible action regarding proposed Resolution 2015-04, pertaining to the Bank of America Medal Fund Accounts (Rainey, Sullivan and Scannell)

Vice President Covington moved to adopt Resolution 2015-04. Commissioner Cleaveland seconded. Motion to Adopt Resolution 2015-04 was unanimous.

There was no public comment.

4. APPROVAL OF THE MINUTES *[Discussion and possible action]*
Discussion and possible action to approve meeting minutes.

a. Minutes from the Special Meeting of May 28, 2015

Commissioner Hardeman moved to approve the Minutes. Commissioner Cleaveland seconded. Motion to Adopt Minutes was unanimous.

There was no public comment.

5. DISCUSSION OF AMENDING FIRE COMMISSION DISCIPLINE PROCEDURES TO PROMOTE MORE TIMELY AND EFFICIENT RESOLUTION OF CASES (Discussion)

President Evans continued this item to the next Commission meeting and has requested Zachary Porianda, who advises the Commission on discipline matters, be present to answer any questions that might come up in the course of discussions. She added that the discipline cases are taking much longer to wind their way through the system and it seems to be impacting the Department, the members, as well as the Commission and she would like to consider ways that might move these hearings along more expeditiously.

There was no public comment.

6. CHIEF OF DEPARTMENT'S REPORT *[Discussion]*

REPORT FROM CHIEF OF DEPARTMENT
Report on current issues, activities and events within the Department, including Fiscal Year 2014-2015 and 2015-2016 budgets.

Chief Hayes-White reported on activities in the Department since May 28, 2015. She announced that she will be prepared to present before the Budget and Finance Committee on June 17, 2015 at 10:00 and the Budget and Finance Committee is comprised of Supervisors Farrell, Wiener, Mar, Tang and Yee. She added that the goal is to meet with the committee members prior to the meeting. She went on to explain the structure of the typical budget process from past experiences. She invited CFO Mark Corso to talk about the process and acknowledged that he was able to provide a briefing to President Evans and Vice President Covington last week to bring them up to speed on where the Department was within the Budget negotiations.

Chief Hayes-White stated 42 new EMS members graduated from the academy last month and are working out in the field in the EMS Division and doing very good work. She added that they are in the process of transitioning approximately 30 H-3 Level 1's to H-3 Level 2 paramedics and nine H-2 firefighters with paramedic licenses that will become H-3 Level 3 paramedics. She went on to acknowledge the Division of Training as well as Chief Myers and Chief Molloy for their help in bolstering the staffing, particularly in the EMS Division. She also acknowledged Chief Lombardi, because from a logistic standpoint, he has done a phenomenal job in making sure that Station 49 is prepared for the new members that are going to be stationed there. She touched on the modifications and adjustments that the DOT is continuing to work on, for the anticipated August

academy class for H-2 firefighters. She also touched on the planning stages for the upcoming activities which include the Pride Parade and 4th of July. She announced that they will be administering the first part of the H-3, 33 Rescue Captain exam prior to the next Commission meeting and she believes 117 members have signed up to take that exam and part two will be held the week of July 12, 2015.

She touched briefly on a meeting she, Chief Lombardi and Chief Gonzales had with PG&E. She added that they meet quarterly with PG & E and the relationship has strengthened between them and they look forward to the day when they have a 24/7 crew, not just supervisors, but a crew that can come out in the off hours in a more expedient timeframe to assist the Department.

Chief Hayes-White announced that the Department has collaborated with the San Francisco Unified School District who has unanimously approved to add a section of their curriculum for ninth graders, to incorporate CPR Training. She stated that she has been a proponent of it, as well as Lieutenant Aisha Krieger. She acknowledged that Dr. Yeh has been very helpful in this process as well as Chief Myers, Chief Williams and Chief Brandon from the Training Division. She added that she is very proud that it came to fruition because it is something they have been asking for about five years. She expressed her appreciation of School Superintendent Richard Carranza.
She touched on the recent workshop for reducing San Francisco's post-earthquake fire risk that she attended along with Acting Fire Marshal De Cossio, Chief Lombardi and Chief Gonzales. She added that an engineer by the name of Charles Scawthorn has done studies, which point to the direction that additional resources should be allocated for the Fire Department, in terms of equipment and personnel to be able to respond to an earthquake.

Chief Hayes-White described the following events she attended which included the Pride flag raising at City Hall, a meeting to discuss the importance of continued communications and collaboration around the events for Superbowl 50 and the Juneteenth festival.

Chief Hayes-White invited Mark Corso to highlight and review some of the work and enhancements that have been incorporated in the recent budget negotiations. Mr. Corso went on to describe various enhancements that were funded, which included additional academy classes, EMS logistical support, restoration of EMS 6 Mobile Integrated Healthcare Program, Deputy Director of Policy and Planning, a number of positions for Fire Prevention and Investigation, IT support positions, two additional arson investigators, materials, supplies and funding for additional overtime to help with uniformed recruitment. He also touched on equipment that has been identified and funded over the next couple of years. He concluded by saying that the budget was submitted by the Mayor's office on June 1, 2015 and is being currently reviewed by the Budget Analyst.

Commissioner Cleaveland expressed how delighted he was with the collaborative effort on working with the budget enhancement piece in particular and bringing senior staff of the Department into the conversation, he thinks it really helped solidify, in Kate Howard's mind and others in the administration that this budget was important. He added that he applauds the Chief for her efforts and the others who pulled together to make it happen. He asked how the Commission can assist in making sure this budget gets passed. Chief Hayes-White stated she would welcome their involvement in the process.

Commissioner Cleaveland inquired about the CPR training for all 9th graders in the City and if it will part of the curriculum starting in September. Chief Hayes-White confirmed that it will start in September with all 9th graders in the SFUSD, and she is going to reach

out to the private and parochial schools as well. Commissioner Cleaveland thought that was great. Commissioner Cleaveland also asked about the progress on the planning for the Department's 150th anniversary events. Chief Hayes-White explained that she has met with retired Captain James Lee and Dave Eberle from Guardians of the City and there is a kick-off meeting scheduled for Monday, June 29, 2015 at 10:00 am. Commissioner Cleaveland stated he thought all of the Commissioners should be involved in some way in supporting this effort. Chief Hayes-White also mentioned that she was working closely with President Evans, Vice President Covington, Tom O'Connor from Local 798 on formation of a Strategic Planning Committee.

Commissioner Nakajo thanked Mr. Corso for his report and recognized that the budget that was funded was unprecedented and that we are in a situation where the Department has been amply funded in their particular requests. He stated he was very impressed with Mr. Corso's efforts in presenting the budget to the Mayor's office. Commissioner Nakajo asked for confirmation on the final figure that was submitted to the Mayor's office. Mr. Corso answered approximately 358 million dollars for one year. He also acknowledged how pleased he was with the results of the budget workgroup.

Vice President Covington echoed fellow Commissioner Nakajo's comments in that it really is a time for celebration that collaboratively we were able to manage to get close to the Department's goals. She added that we now have a budget that we can actually work with to accomplish the things that we need to accomplish. She suggested that a thank you note signed by all Commissioners, should be sent to the supervisors once the budget process is over. Vice President Covington also commented that having the Budget Committee, with members of the Department be active in the budget process, was a very good idea. It was a way to educate the entire Department about the details of putting a budget together.

Vice President Covington mentioned that she thought CPR training for 9th graders was an excellent idea and she would advocate for infant/child CPR be a part of the training.

Commissioner Hardeman asked for some feedback at Headquarters as far as the construction that is taking place. Chief Hayes-White explained that for the next 9 to 12 months, the construction crew will be working on upgrades to the pumps and ventilation systems which are funded through part of the ESER bond.

President Evans thanked Mr. Corso for his work with the budget. She asked about getting funding for PPE replacement and added that it is part of the cost of running the Fire Department and it should be treated as a necessity. Mr. Corso agreed, but said that funding for replacements has been difficult, because it's considered separate, but it is something he would be in favor of. President Evans also inquired as to the IT, Capital Planning and equipment portions of the budget. In particular, does Capital Planning have their own budget. Mr. Corso explained that it's part of the Mayor's process. In theory, everything is fair game. In general, at least in the past from his experience, they haven't necessarily focused on the capital and IT projects, the things that have been approved and submitted by the Mayor, have pretty much gone untouched through the process. Equipment, however, has been and continues to be, heavily scrutinized. You need to provide quotes and equipment spending plans and there has been a reduction of that in the past. He added that equipment requests are definitely more scrutinized than the IT and capital projects.

Public Comment: Captain Darmanin stated that this was the first time that he had heard that the H-24 Lieutenant position was not approved and that not getting that position is a major problem. He went on to describe the current layout of the Arson Task Force and stated this is a crisis, and he expected at the very least to get the H-24 and hopefully two additional permanent investigators. He added that he can only do so much, he has been

carrying the role of lieutenant and captain for the last year and he needs that lieutenant's position filled. He stated that there are people that potentially could be affected as far as their health and safety is concerned.

REPORT FROM OPERATIONS
Report on overall field operations, the Bureau of Fire Prevention & Investigation, Airport Division in addition to update on EMS-6 and DEM/DOC.

Chief Gonzales reported from May 6th to June 2nd 2015. He described the 2nd Alarm fire that occurred at 2418-2420 Fulton Street on May 23, 2015. Three Civilians were injured, one was burned and two succumbed to smoke inhalation. That fire is still under investigation but it appears to be accidental. Assistant Chief Burke was in command of that fire and the Units did a great job fighting the fire.

Chief Gonzales acknowledged and commended Assistant Chief Siragusa for working with the engine officers regarding standard operating procedures. Chief Gonzales went on to say they are in the final stages of issuing Station 49 members SCBA masks. He stated that EMS is also working on the bariatric policy and technical reference guide. He touched on the status between the Department, DHR and the Union, pertaining to the H-8 negotiations.

Chief Gonzales described the work being done at Bureau of Fire Prevention and he anticipates all annual inspections to be completed by the end of the fiscal year. He added that 45 smoke alarms were distributed to the NERT graduates. He announced the upcoming events, including the Union Street Fair, the Juneteenth Street Fair and the Pride Parade. Chief Gonzales mentioned that the Bureau of Fire Investigations made a great arrest recently of the suspect of the portable toilet fires. He also acknowledged the fabulous job Acting Chief Storti is dong at the Bureau of Communications, adjusting box station orders with feedback from the field.

Commissioner Nakajo asked about the process of replacing the Fire Marshal. Chief Hayes-White stated that the interim Fire Marshal is Dan DeCossio. She is in the process of conducting interviews and there are 16 potential candidates and she hopes to have an announcement by the next commission meeting.

Vice President Covington asked where the funding for the 45 smoke alarms came from. It was announced that that they were donated. The Department has a stock of alarms that were donated and they are allocated for distribution as they see fit for public education.

There was no public comment.

7. AGENDA FOR NEXT FIRE COMMISSION MEETING ***[Discussion]***
Discussion regarding agenda for the June 25, 2015 regular meeting.

- Presentation from PUC
- SF FISE
- Discussion on Discipline Procedures

There was no public comment.

8. ADJOURNMENT

President Evans adjourned the meeting at approximately 5:24 PM.

SAN FRANCISCO FIRE COMMISSION

FIRE COMMISSION SPECIAL MEETING
June 19, 2015 – 9:30 AM
698 Second Street, Room 102, San Francisco, CA 94107

AGENDA

Item No.
1. ROLL CALL

Commissioner Michael Hardeman, Hearing Officer

2. CASE NO. 2015-01: HEARING ON SUSPENSION APPEAL

Hearing on employee suspension appeal in accordance with Article 40, Section 4005 of the Rules and Regulations. The appeal is from a four-day suspension for violation of the Rules and Regulations as follows:

Section 2817 – Reports
Section 3919 – Proper Behavior
Section 3920 – Unacceptable Language

This case may be heard in Closed Session pursuant to Government Code Section 54957(b) and San Francisco Administrative Code Section 67.10(b).

A. Public comment on all matters pertaining to Agenda Item 2, including anything pertaining to the suspension appeal and whether to hold the hearing in closed session

B. Decision by Hearing Officer on whether to hold the hearing in closed session

C. Hearing on suspension appeal (in open or closed session per the Hearing Officer's decision)

D. If closed session is held, reconvene in open session

3. ADJOURNMENT

06-11-15A11:32 RCVD

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SAN FRANCISCO FIRE COMMISSION

FIRE COMMISSION SPECIAL MEETING
June 25, 2015 – 2:30 PM
698 Second Street, Room 221, San Francisco, CA 94107

AGENDA

06-22-15A02:04 RCVD
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Item No.

1. **ROLL CALL**

Commissioner Ken Cleaveland, Hearing Officer
President Andrea Evans
Vice President Francee Covington
Commissioner Stephen Nakajo
Commissioner Michael Hardeman

2. **CASE NO. 2014-09: HEARING ON EMPLOYEE DISCIPLINE, INCLUDING COMMISSION DELIBERATIONS OR OTHER ACTION CONCERNING CHARGES FILED BY CHIEF OF DEPARTMENT AGAINST MEMBER, DATED NOVEMBER 10, 2014, FOR VIOLATIONS AS FOLLOWS:**

- Section 3919 – Proper Behavior
- Section 3921 – Inattention to Duty
- Section 3923 – Acts Detrimental to the Welfare of the Department

This case may be heard in Closed Session pursuant to Government Code Section 54957(b) and San Francisco Administrative Code Section 67.10(b).

a. Public Comment on Special Meeting Agenda Item; Possible Closed Session

Members of the public may comment on Agenda items that are scheduled for discussion or action. [Government Code §54954.3(a), Administrative Code §67.15(b)]

1. Public Comment on Agenda Item No. 2, including [*if there is a motion or request to go into Closed Session]* public comment on whether to go into Closed Session.

2. *If there has been a motion or request to go into Closed Session:* Vote on whether to hold Closed Session. ***[Action Item]***

b. Deliberations/Possible Action, Open or Closed Session

1. Deliberations, and possible action on Verified Complaint ***[Action Item]***

c. If Closed Session is held, reconvene in Open Session

1. Report on any action taken in Closed Session as specified in California Government Code Section 54957.1(a)(5) and San Francisco Administrative Code section 67.12(b)(4).

2. Vote to elect whether to disclose any or all discussions held in Closed Session, as specified in San Francisco Administrative Code Section 67.12(a). ***[Action Item]***

3. **ADJOURNMENT**

SAN FRANCISCO FIRE COMMISSION

NOTICE OF COMMISSION PROCEDURES

Commission Meeting Schedule and Location

The Fire Commission meets regularly on the 2nd and 4th Thursday of each month at Fire Department Headquarters, Room 102, 698 Second Street, San Francisco. The Commission does not meet the week after Thanksgiving or between December 24th and December 31st.

Commission Office

The Fire Commission Office is located at 698 Second Street, Room 220, San Francisco, CA 94107. The Fire Commission telephone number is (415) 558-3451; the fax number is (415) 558-3413. The web address is www.sfgov.org/fire_comm/. Office hours are from 8:30 a.m. to 5:00 p.m., Monday through Friday.

Language Access

Per the Language Access Ordinance (Chapter 91 of the San Francisco Administrative Code), Chinese, Spanish and or Filipino (Tagalog) interpreters will be available upon requests. Meeting Minutes may be translated, if requested, after they have been adopted by the Commission. Assistance in additional languages may be honored whenever possible. To request assistance with these services please contact the Commission Secretary at (415) 558-3451, or fire.commission@sfgov.org at least 48 hours in advance of the hearing. Late requests will be honored if possible.

Information on Disability Access

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Documents for Public Inspection

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Know Your Rights Under The Sunshine Ordinance
(Chapter 67 of the San Francisco Administrative Code)

Government's duty is to serve the public, reaching its decisions in full view of the public. Commissions, boards, councils and other agencies of the City and County exist to conduct the people's business. This ordinance assures that deliberations are conducted before the people and that City operations are open to the people's review. For more information on your rights under the sunshine ordinance or to report a violation of the ordinance, contact the sunshine ordinance task force. You may contact the current Sunshine Ordinance Task Force Administrator, Frank Darby, Jr., as follows: Sunshine Ordinance Task Force, City Hall, Room 244, 1 Dr. Carlton B. Goodlett Place, San Francisco, CA 94102-4689, Phone: (415) 554-7724, Fax: (415) 554-5784, E-mail: sotf@sfgov.org. Copies of the Sunshine Ordinance can be obtained from the Clerk of the Sunshine Task Force, the San Francisco Public Library and on the City's Web site at http://www.sfgov.org.

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SAN FRANCISCO FIRE COMMISSION

MINUTES FIRE COMMISSION SPECIAL MEETING
June 25, 2015 – 2:30 PM
698 Second Street, Room 221, San Francisco, CA 94107

President Evans called the meeting to order at 2:30 PM.

Item No.

1. ROLL CALL

Commissioner Michael Hardeman, Hearing Officer
Commission President Andrea Evans
Commission Vice President Francee Covington
Commissioner Stephen Nakajo
Commissioner Michael Hardeman
Commissioner Ken Cleaveland

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Also Present:
Zachary Porianda, Deputy City Attorney, Government Team – Counsel to the Commission
Maureen Conefrey, Commission Secretary

2. CASE NO. 2014-09: HEARING ON EMPLOYEE DISCIPLINE, INCLUDING COMMISSION DELIBERATIONS OR OTHER ACTION CONCERNING CHARGES FILED BY CHIEF OF DEPARTMENT AGAINST MEMBER, DATED NOVEMBER 10, 2014, FOR VIOLATIONS AS FOLLOWS:

- Section 3919 – Proper Behavior
- Section 3921 – Inattention to Duty
- Section 3923 – Acts Detrimental to the Welfare of the Department

This case may be heard in Closed Session pursuant to Government Code Section 54957(b) and San Francisco Administrative Code Section 67.10(b).

a. Public Comment on Special Meeting Agenda Item; Possible Closed Session

Members of the public may comment on Agenda items that are scheduled for discussion or action. [Government Code §54954.3(a), Administrative Code §67.15(b)]

1. Public Comment on Agenda Item No. 2, including [*if there is a motion or request to go into Closed Session]* public comment on whether to go into Closed Session.

President Evans called for public comment. No member of the public came forward and President Evans closed public comment.

2. *If there has been a motion or request to go into Closed Session:* Vote on whether to hold Closed Session. ***[Action Item]***

President Cleaveland Moved for a motion to hold deliberations in Closed Session. Commissioner Hardeman seconded, and the motion was unanimously approved. (5-0; Evans, Covington, Nakajo, Hardeman, Cleaveland)

b. Deliberations/Possible Action, Open or Closed Session

The Commission held deliberations in Closed Session at 2:30 p.m.

1. Deliberations, and possible action on Verified Complaint ***[Action Item]***

c. If Closed Session is held, reconvene in Open Session

1. Report on any action taken in Closed Session as specified in California Government Code Section 54957.1(a)(5) and San Francisco Administrative Code section 67.12(b)(4).

The Commission reconvened in Open Session to report action taken at 3:29 p.m.

The Commission upheld the charges of violating Section 3919 – Proper Behavior; Section 3921 – Inattention to Duty*; and* Section 3923 – Acts Detrimental to the Welfare of the Department *in a unanimous vote. (5-0; Evans, Covington, Nakajo, Hardeman, Cleaveland))*

The Commission voted to uphold the Chief's recommendation of a 25-day suspension by a vote of 4 - 1 (Ayes: Evans, Covington, Nakajo, Cleaveland; Nays: Hardeman).

Counsel for Commission will prepare the Findings of Fact.

2. Vote to elect whether to disclose any or all discussions held in Closed Session, as specified in San Francisco Administrative Code Section 67.12(a). ***[Action Item]***

Commission Vice President Covington Moved to not disclose discussions held in Closed Session. Commissioner Cleaveland seconded. The motion was unanimously approved. (Evans Covington, Nakajo, Hardeman, Cleaveland

3. ADJOURNMENT

President Evans adjourned the meeting at 3:29 p.m.

SAN FRANCISCO FIRE COMMISSION

Fire Commission Regular Meeting
Thursday, June 25, 2015 - 4:00 p.m.
698 Second Street, Room 102 ■ San Francisco ■ California ■ 94107

AGENDA

06-22-15P12:35 RCVD

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Item No.

1. ROLL CALL

President	Andrea Evans
Vice President	Francee Covington
Commissioner	Stephen A. Nakajo
Commissioner	Michael Hardeman
Commissioner	Ken Cleaveland
Chief of Department	Joanne Hayes-White

2. PUBLIC COMMENT

Members of the public may address the Commission for up to three minutes on any matter within the Commission's jurisdiction and does not appear on the agenda. Speakers shall address their remarks to the Commission as a whole and not to individual Commissioners or Department personnel. Commissioners are not to enter into debate or discussion with a speaker. The lack of a response by the Commissioners or Department personnel does not necessarily constitute agreement with or support of statements made during public comment.

5/15

3. **CERTIFICATE PRESENTATION** ***[Discussion]***
Chief Hayes-White will present a Certificate of Appreciation of Dave Del Grande, current Operations Director of Central Shops (and former Fire Shop Supervisor) will be retiring at the end of the month

4. APPROVAL OF THE MINUTES ***[Discussion and possible action]***
Discussion and possible action to approve meeting minutes.

- **a.** Minutes from the Regular Meeting on May 14, 2015
- **b.** Minutes from the Regular Meeting on May 28, 2015
- **c.** Minutes from the Special Meeting on June 11, 2015

5. DISCUSSION OF AMENDING FIRE COMMISSION DISCIPLINE PROCEDURES TO PROMOTE MORE TIMELY AND EFFICIENT RESOLUTION OF CASES (Discussion)

6. PRESENTATION FROM PUBLIC UTILITIES COMMITTEE
Overview and update on ESER 2010/2014 Projects, AWSS and PUC MOU

7. CHIEF OF DEPARTMENT'S REPORT ***[Discussion]***

REPORT FROM CHIEF OF DEPARTMENT
Report on current issues, activities and events within the Department, including Fiscal Year 2014-2015/2015-2016 budgets.

REPORT FROM ADMINISTRATION
Report on the Administrative Divisions, Fleet and Facility status, Finance and Support Services within the Department.

8. COMMUNICATIONS
Communications to Commission received between 6/11/15 and 6/18/15

- Letter from Jared F. Cooper, EMT

9. **AGENDA FOR NEXT FIRE COMMISSION MEETING** ***[Discussion]***

Discussion regarding agenda for the July, 9, 2015 regular meeting.

10. **ADJOURNMENT**

SAN FRANCISCO FIRE COMMISSION

NOTICE OF COMMISSION PROCEDURES

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SAN FRANCISCO FIRE COMMISSION

FIRE COMMISSION REGULAR MEETING
MINUTES
Thursday, June 25, 2015 – 4:00 p.m.
698 Second Street, Room 102

The audio recording has been uploaded to the FC Website at:
http://sanfrancisco.granicus.com/MediaPlayer.php?view_id=133&clip_id=23245

President Evans called the meeting to order at 4:08 PM.

1. ROLL CALL

Commission President	Andrea Evans	Present
Commission Vice President	Francee Covington	Present
Commissioner	Stephen Nakajo	Present
Commissioner	Michael Hardeman	Present
Commissioner	Ken Cleaveland	Present
Chief of Department	Joanne Hayes-White	Present

Mark Gonzales	Deputy Chief – Operations
Ray Guzman	Deputy Chief – Administration
Jeff Myers	EMS
Dale Carnes	Airport Division
Ken Lombardi	Support Services
Shane Francisco	Homeland Security
Dan De Cossio	Bureau of Fire Prevention
Raemona Williams	Division of Training
Assistant Chiefs	
Kevin Burke	Division 2
Kevin Taylor	Division 3
Staff	
Mark Corso	CFO
Also Present:	
Zachary Porianda	Deputy City Attorney

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2. PUBLIC COMMENT

Ross Asselstine introduced himself as having worked in the developing construction industry for 15 year in San Francisco. He added that he has lead very large teams in the development aspect of putting a building together between design, hiring contractors, demolition, permits, and inspections. He became interested in the last many years in seismic resiliency, and issues of water in San Francisco. He went on to describe his knowledge of the AWSS and the problems inherent with the system and his concept to reduce fresh water consumption in San Francisco. His article is attached: http://sf-fire.org/modules/showdocument.aspx?documentid=4029

3. **APPROVAL OF THE MINUTES** ***[Discussion and possible action]***
Discussion and possible action to approve meeting minutes.

a. Minutes from the Regular Meeting on May 14, 2015
b. Minutes from the Regular Meeting on May 28, 2015
c. Minutes from the Special Meeting on June 11, 2015

Commissioner Cleaveland Moved to approve the Minutes. Commissioner Nakajo Seconded. Motion to approve above Minutes was unanimous.

There was no public comment.

3. **CERTIFICATE PRESENTATION** ***[Discussion]***
Chief Hayes-White will present a Certificate of Appreciation of Dave Del Grande, current Operations Director of Central Shops (and former Fire Shop Supervisor) will be retiring at the end of the month

Chief Hayes-White introduced Dave Del Grande and went on to describe his work history within the City of San Francisco. She presented him with a certificate to honor his dedication of his 30 years' service to the San Francisco Fire Department and the City and County of San Francisco. Mr. Del Grande thanked everyone and stated working for the City and the Department's Central Shops has been a pleasure and an honor, and he is going to miss the Fire Department. He introduced his family that was there to witness the presentation of the certificate.

5. DISCUSSION OF AMENDING FIRE COMMISSION DISCIPLINE PROCEDURES TO PROMOTE MORE TIMELY AND EFFICIENT RESOLUTION OF CASES (Discussion)

President Evans introduced City Attorney for the Commission, Zachary Porianda. She asked him to be at the meeting to go over suggestions that may improve the resolution of discipline cases. She added that the cases are taking longer to get heard at the Commission and because of that, we are running into some challenges in terms of making sure members get the justice they deserve in a timely manner.

Mr. Porianda thanked the Commission and stated he was at the meeting at the suggestion of President Evans to review the procedural rules and regulations and that he met with President Evans and Vice President Covington to see how they can improve upon how cases are proceeding through the system. He added that the current procedural rules were adopted by the Commission in 2007 and he thinks it's a good idea now, nearly eight years later, to take a look to see if there's anything that can be done to improve the process. He stated that there is really not much that can be done in the middle portion of disciplinary proceedings. What can be done, is work on the front end and the back end to make sure that cases are getting set more expeditiously. He stated that there are three potential revisions that can be implemented. The first, is when it comes to scheduling the case for hearing, would be to hold an informal initial case management conference within a week or ten days after the case is assigned. It can consist of a conference call where the commissioner who is assigned as the hearing officer will discuss with counsel for the Department, the member and the member's representative, basic timelines for the case, rather than exchanging e-mails and trying to figure out convenient dates where all parties and witnesses are available. It is an opportunity to get everybody on the same page at the same time and it is also an opportunity to get an initial feel for how complex the case will be. This goes to ensuring that the Commission can meet its targeted deadlines of resolving cases within the period stated in the procedural rules. The second proposal would be scheduling a date for an early case resolution conference. It's an opportunity for the hearing officer to sit down with the parties and discuss whether there's any potential resolution short of going forward with an evidentiary hearing. There are cases where the member is not opposing the underlying violations, but would like to discuss the penalty. The third suggestion occurs on the back end, and the idea is to eliminate the gap between the Commission's deliberation process and issuing the Findings of Fact. He suggested having both parties file proposed Findings of Fact after the transcript of the proceeding is completed which would allow the Commission to have both parties' proposed findings to lead the Commission through its review of the evidence. He added that it gives the parties an opportunity to highlight

what they see as the key evidence in the transcript. This allows the Commission to review the findings at the same time it deliberates so there would not be an additional hearing date.

President Evans thanked Mr. Porianda for his suggestions.

Vice President Covington asked that Mr. Porianda explain how cases come to the Commission. Mr. Porianda explained that discipline cases come to the Commission, as either a suspension appeal or the Chief files a formal complaint. He added that it is based on the San Francisco Charter that allows the Chief to impose discipline if it's less than 10 days and if discipline is above 10 days, then it's the Commission's responsibility to impose discipline. He concluded by stating that there's also the discretion for the commission as a whole to hear the case, but typically, to expedite the process one commissioner is designated as hearing officer. The Hearing Officer then presides over the evidentiary phase, which is similar to a trial, and rules on evidence, hears live testimony, and then is responsible in the deliberations process of presenting that case to the full commission.

Commissioner Cleaveland thanked Mr. Porianda and liked the suggestions presented. He added that he would support anything that can be done to speed up the process for adjudicating disciplinary cases.

Commissioner Nakajo stated his support for Commissioner Cleaveland's comments. He asked Mr. Porianda if the goal is to avert going to trial and see if there is a settlement that can occur. Mr. Porianda stated that was the goal.

Vice President Covington thanked Deputy City Attorney Porianda for his presentation and for meeting with her and President Evans. She added that she thinks all of his suggestions would be beneficial to the process. She asked how the Commission would enact the changes to the procedural rules. Mr. Porianda stated the Commission would come up with draft amendments and they would submit those to the Department and Union to meet and confer. Once there was agreement, it would go on an Agenda for the Commission to Adopt.

President Evans thanked Mr. Porianda. She stated that the next step would be to work on some language that can be shared with the Chief, as well as Local 798, on a trial basis, and see how it goes before deciding whether to move forward. She thought if the test run goes well and the parties agree, the Commission could look into formulating new procedures.

Chief Hayes-White stated for the record, that she would have no objection to any of the three ideas that were proposed and she looks forward to working with the Commission on it.

There was no public comment.

6. PRESENTATION FROM PUBLIC UTILITIES COMMITTEE

Overview and update on Earthquake Safety and Emergency Response Bond 2010/2014 Projects, Auxiliary Water Supply System and PUC MOU

Chief Hayes-White introduced Katie Miller and David Briggs from the Public Utilities Commission. She acknowledged their hard work, their partnership with the Department, and the stewardship that they take with regards to the AWSS. (Auxiliary Water Supply System)

Mr. Briggs stated that he and Ms. Miller were happy to be at the meeting to present on the AWSS. He added that they were equally happy and proud to play the supporting role and the support function for keeping the AWSS online so that the Department has the water they need when they need it and where they need it. They take that job seriously. He presented the attached PowerPoint: http://sf-fire.org/modules/showdocument.aspx?documentid=4031

President Evans thanked them both for coming. She added that the Commission has been looking forward to hearing from them for a while so she was happy there was a full Commission in attendance.

Commissioner Cleaveland thanked Mr. Briggs and Mr. Miller for making the presentation. He asked when the maps will be online. Ms. Miller answered in the next week or two. Commissioner Cleaveland also asked if they have looked into using recycled water . Ms. Miller stated that they have looked into that as part of the planning study. She added that they met with the recycled water team and tried to look for a good alignment with that, but the hard part is that all that would really supplement is the leakage, which they are hoping to address. She added that they are open to taking another look at it.

Commissioner Cleaveland asked how many cisterns have been built to date. Ms. Miller answered they are funded for 30 and 15 have been constructed so far.

Commissioner Hardeman thanked Mr. Briggs and Ms. Miller for their presentation. He stated that one is being installed in his neighborhood and the most interesting part is it creates all this discussion amongst the neighbors in seeing how much money, time and effort it takes to build a cistern. He concluded by congratulating them on the great program.

Commissioner Nakajo thanked them for their comprehensive report and said that he is very appreciative of the relationship between the Fire Department and the Water Department within the PUC. Commissioner Nakajo asked how its determined where the cisterns are located. Ms. Miller answered that the Fire Department makes those decisions, in cooperation with consultant Dr. Charles Scawthorn who performed a fire model. The primary philosophy is to create firebreaks so the cisterns are all in a line going down the same street and it creates a firebreak where the trucks can set up and stop the fire. Chief Hayes-White added that the cisterns are for emergency water supply, and would not be used as the first line of defense.

Commissioner Nakajo also asked Mr. Briggs when he thought the next bond for capital improvements for the Fire Department might occur. Mr. Briggs stated that all Departments that are under the general obligation funded plan participate in the City's general capital planning. He added that the Fire Department might benefit by other bond issuances for facilities improvements or other types of activities. As far as AWSS is concerned, because the city has limited bonding capacity and everybody is trying to get in line, he thinks 2021 is the next time they could get more money for the AWSS.

Vice President Covington thanked Ms. Miller and Mr. Briggs for their presentation. She asked if there was a reason that in 2010 the Auxiliary Water Supply System assets were transferred from SFFD to PUC, why it took five years to ratify the MOU. Mr. Briggs stated that he did not think there was a dispute or any sort of controversy. His understanding is it was workload. They had a good working relationship and couldn't find time to come to the table and work on an MOU. In his mind, the MOU records the ongoing relationship they have with the Fire Department and how they operate on a daily basis or posterity. Chief Hayes-White agreed that the MOU memorializes the relationship that has been in existence, and thinks it actually improved over the last couple of years.

President Evans asked what the timeline of completion is for getting to the 50 to 90 percent goal that has been outlined. Mr. Briggs answered that they never adopted a timeline because it's that uncertainty with the final funding piece and some of the schedules for the southeast and southwestern parts of the city that are tied to development, so there is no schedule to the goal. President Evans said it was her understanding from a previous meeting that there were better ways of thinking about how to get water to all parts of the city, and while AWSS is great and was very forward thinking at the time, there are new technologies. She added that she thought they were going to be relying less on AWSS in some of those areas and more reliant on other things like the cisterns. Mr. Briggs explained that every neighborhood performs differently and what they are finding is that there's a solution that is probably going to be neighborhood Specific. There may be PWSS types of solutions in one area, hard pipe dedicated, and AWSS pipe in another area. He added that in some areas where they just don't have those options for various reasons, you may have multipurpose pipeline serving day-to-day domestic service.

There was no public comment.

5. CHIEF OF DEPARTMENT'S REPORT *[Discussion]*

REPORT FROM CHIEF OF DEPARTMENT
Report on current issues, activities and events within the Department, including Fiscal Year 2014-2015 budget.

Chief Hayes-White's report covered from June 12, 2015 through June 25, 2015. She acknowledged Mark Corso for the excellent job he continues to do, advocating, and preparing the Department' budget. She added that we had more success this year and thinks it is directly linked to the success and economic return for the City. She also acknowledged the good work of the Commission for always advocating for the Department's needs, as well as the Budget Committee that was formed, for being persistent. She went on to describe the most recent budget meetings. They went in wanting to make the Department's points specifically related to some of the reductions that the budget and legislative analyst was proposing and she announced that they were happy to prevail unanimously with the Budget and Finance Committee with a 5-0 vote.

Mark Corso gave a brief update on the budget and talked about the summary he provided to the Commissioners. He gave credit to Supervisor Farrell, who was the Chair of the Budget and Finance Committee and who finalized the Department's add backs in a very short turnaround and approved the budget, as it went forward to the final board for approval. He stated that after the last meeting, it was recommended that the Department take a 1.57 million dollar reduction. It was mainly salaries and additional equipment reductions as well as a severe decrease to the planning initiatives that were proposed by the mayor's office, both from a deletion of funding of support positions, to a change in a limited 10-year temporary position for the planner the Department was allocated. Mr. Corso added that obviously they did not agree to that. We presented a high-level overview, an update from when we presented back in April, highlighting the enhancements that were incorporated into the budget. The overall recommendation was reduced to 1.37 million dollars, which he still felt was high. They removed some reductions but also added some other reductions such as cuts to the Superbowl funding and the recruitment piece, which he felt very strongly against. We had the support of the committee based on our previous conversations with them. Those are two things that we feel are lacking and have been highlighted in previous budget analyst recommendations as something the Department needs to enhance and the Mayor's office had agreed because they incorporated that into our budget. At the meeting, we argued, and as the Chief mentioned, the committee agreed with us. They reduced the recommendations to what the Department had proposed which is a little under $800,000 in the first year, which is still significant. We will continue to monitor that over the course of the fiscal year, but it does not result in the deletion or change of any position. He stated that he feels very strongly, that it is not going to affect any of the initiatives that were granted funding. He added that it was a positive outcome. As a result of the overall pot of money that the board was able to put together as a result of the budget analyst's reductions, the Department was also allocated an additional $150,000 yesterday to fund the supervisor lieutenant position at the Arson Unit, which was something that was requested. With that, he thanked the Commission for their support throughout the whole process. He added that the budget process for the Department is complete for the next two fiscal years.

President Evans thanked Mr. Corso and stated that he does the work of three people.

Commissioner Cleaveland congratulated Mr. Corso on a job well done and thanked him for his expertise. He added that Mr. Corso and the Chief really pulled through the budge process this time with flying colors. He acknowledged the collaborative and important process and that everybody feels like they had a little buy in in the budget.

Commissioner Nakajo thanked Mr. Corso and concurred with his fellow colleagues, in terms of their appreciation for his hard work, advocacy and expertise. He added that he was proud of being associated with him and the Chief and he particularly enjoyed and appreciated the detailed e-mails. He felt the Commission was briefed and notified after every level of the budget meetings and he acknowledged all the commissioners in terms of their advocacy.

Vice President Covington thanked Mr. Corso and the Chief and thought it very beneficial to have a Chief who has a degree in accounting from Santa Clara University. She also stated that the Budget Committee did a great job and that the commissioners' involvement in lobbying the Supervisors so that we could get the necessary funds was essential. She added that she feels a great weight has been lifted, and that we can actually hold our heads up and breathe a little easier now, which is so important.

President Evans asked since funding for moving the Commission meetings to City Hall was not allocated, can she conclude that the meetings will remain at Headquarters. The Chief stated that she will commit Mr. Corso to find a way to fund televising the Commission meetings. Chief Hayes-White also acknowledged that there were other issues involved such as timeframe and availability at City Hall but she's confident they will figure it out because it is the right thing to do. Mr. Corso concurred with the Chief. He added that he knows it is a priority for the Commission and working with the Chief he is sure they will be able to fund it, he doesn't have a time line at the moment, but he will continue to work on it. President Evans stated she appreciated that. She added that it is important the meetings be televised and the more that people hear about the needs of the Department the better.

Commissioner Hardeman gave kudos to the Mayor and his staff for their involvement the last six months with the budget. He added that he was amazed that the H-24 lieutenant and fire investigator positions were funded. He added that Supervisor Mark Farrell seems to be a good friend of the Fire Department and everyone deserves a pat on the back.

Chief Hayes-White continued with her report. She provided the latest data on ambulance response times and stated there has been marked improvement in the overall response times. She indicated that there were various improvements including increased staffing levels that attributed to the overall response times. She touched on the progress of the H-8 negotiations, the challenges with getting familiar with the Continuous Testing process and picking qualified candidates for the upcoming H-2 academy class and working with the Mayor on the selection of a new Fire Marshal. Chief Hayes-White also mentioned that she met with Janice Petty of the Civil Grand Jury in preparation of the release of their report on the Fire Department. Chief Hayes-White described the events of the Annual Conference of Mayor's that was hosted by the City and County of San Francisco. She acknowledged her appearance before the Alice B. Toklas Democratic Club and stated she received great direction and had a good exchange of information and she got a lot of support from Commissioner Cleaveland in terms of making sure we have appropriate proper outreach to all communities including the LGBT Community. She announced that the kick off 150 Anniversary planning committee will meet on June 29th 2015, and that they are also planning for the July 4th celebration. She acknowledged that on July 21, 2015 , President Evans is getting us on track for having a kick off strategic planning meeting. The committee will consist of about 12 members who will sit down and sort of layout goals and objectives for the Department's future. She added that Vice President Covington has gotten involved in the street engineering and design issues and that we definitely want to be part of the solution but we need to hold our line on making sure that the members of the Department can get to where they need to get to safely and not making it even more burdensome. She concluded her report by asking that the meeting be adjourned in the memory of the families that suffered losses and grave injures in the Berkeley deck collapse as well as three retired members, Terry White, Roger Elbeck and Captain Frank O'Rourke.

Commissioner Cleaveland thanked the Chief for her report and for meeting with the Human Rights Commission's executive director Sparks. He thinks working with the HRC, the Department can come up with some protocols that could be incorporated into the training on a regular basis so that it's all about cultural awareness and sensitivities.

President Evans thanked the Chief for her report and asked if the Department is making any progress towards the EOA goal of 80 percent. Chief Gonzalez stated that they are currently at 73 percent and it's creeping up and he's hoping that with the influx of new employees, they will get there.

REPORT FROM ADMINISTRATION
Report on the Administrative Divisions, Fleet and Facility status, Finance and Support Services within the Department.

Chief Guzman reported for the month of June 2015 as follows: He stated, Support Services Division continues to manage the many ESER projects. Station 16 has currently gone back to the drawing board to redesign the dorm. Phase two of civic design review has been approved for Station 5. Station 35, fireboat house project, continues to move forward. Station 49 and the reconfiguration project is about two weeks away from completion. He added the Division of Training, Chief Williams and her staff are busy preparing for the 118th academy class, which will start on August 24, 2015 . Members of Station 49 have completed all of their Ebola and SCBA training. The Division of Homeland Security, under the command of Chief Shane Francisco continues to meet with the Superbowl 50 planning committee. He consulted with Oakland Fire on last Friday's Warriors victory parade. Chief Francisco coordinated dignitary support for the POTUS visit, the US Conference of Mayors, and the 100th City Hall celebration. He has been working with Chief Myers and planning for the upcoming Pride events and July 4th events. With regards to the Investigative Services Bureau, Acting Captain Sheila Hunter conducted 35 random alcohol and drug tests for this reporting period, 4 of which were conducted on nights or weeks and all of those results were negative. Chief Guzman touched on his trip to Texas, as a member of the Bare UASI Approval Authority. He also mentioned that the Fireboat is still on schedule for a February 25, 2016 delivery date.

Commissioner Cleaveland thanked Chief Guzman for his report and asked for clarification on the Station 16 redraw. Chief Guzman explained that they received some preliminary stuff but it should be ready for public view in the next week or two.

There was no public comment.

8. COMMUNICATIONS
Communications to Commission received between 6/11/15 and 6/18/15

- Letter from Jared F. Cooper, EMT

There was no public comment.

6. AGENDA FOR NEXT FIRE COMMISSION MEETING *[Discussion]*
Discussion regarding agenda for the June 11, 2015 regular meeting.

- Presentation from SF FISE (San Francisco Firefighters in Safety Education)
- Moving the 10/22/15 commission meeting up a day

There was no public comment.

7. ADJOURNMENT

President Evans adjourned the meeting at 6:29 PM in the memory of Lt. Terry White, Bureau of Fire Prevention member Roger Elbeck, Captain Frank O'Rourke, and the families of the students who perished in the Berkeley deck collapse.

SAN FRANCISCO FIRE COMMISSION

FIRE COMMISSION SPECIAL MEETING
July 9, 2015 – 3:00 PM
698 Second Street, Room 221, San Francisco, CA 94107

AGENDA

Item No.

1. ROLL CALL

GOVERNMENT DOCUMENTS DEPT
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SAN FRANCISCO PUBLIC LIBRARY

Commissioner Michael Hardeman, Hearing Officer
President Andrea Evans
Vice President Francee Covington
Commissioner Stephen Nakajo
Commissioner Ken Cleaveland

2. CASE NO. 2014-05: COMMISSION DELIBERATIONS ON PROPOSED FINDINGS OF FACT, AND POSSIBLE APPROVAL OF FINDINGS OF FACT REGARDING COMMISSION'S DECISION ON EMPLOYEE SUSPENSION APPEAL *[Action item]*

In accordance with Article 40, Section 4005 of the Rules and Regulations, employee has appealed a 4-day suspension for violation of the Rules and Regulations as follows:

- Section 3919 – Proper Behavior
- Section 3924 – Disobedience
- Section 3925 – Insubordination

At a Special Meeting of the Fire Commission on June 11, 2015, regarding the above-noted matter, following the hearing, the Commission found member guilty as charged, of violating San Francisco Fire Department Rules and Regulations Section 3919 – Proper Behavior; Section 3924 – Disobedience; and Section 3925 - Insubordination, by a unanimous vote.

Accordingly, the Commission voted to uphold the Chief's penalty of a four day suspension.

The Commission is now considering proposed Findings of Fact in relation to that decision.

This case may be heard in Closed Session pursuant to Government Code Section 54957(b) and San Francisco Administrative Code Section 67.10(b).

A. Public Comment on Special Meeting Agenda Item; Possible Closed Session

Members of the public may comment on Agenda items No. 2, including the proposed Findings of Fact and whether to consider the matter in Closed Session. [Government Code §54954.3(a), Administrative Code §67.15(b)]

B. Vote on Closed Session:

1. Vote on whether to conduct deliberations on proposed Findings of Fact in Closed Session. *[Action]*

C. Deliberations and Possible Action

1. Deliberations and possible action on proposed Findings of Fact (in Open or Closed Session, per the Commission's vote). *[Action]*

D. If Closed Session is held, reconvene in Open Session

1. Report on any action taken in Closed Session as specified in California Government Code Section 54957.1(a)(5) and San Francisco Administrative Code section 67.12(b)(4).

2. Vote to elect whether to disclose any or all discussions held in Closed Session, as specified in San Francisco Administrative Code Section 67.12(a). *[Action]*

3. CASE NO. 2014-09: COMMISSION DELIBERATIONS ON PROPOSED FINDINGS OF FACT, AND POSSIBLE APPROVAL OF FINDINGS OF FACT REGARDING CHARGES FILED BY CHIEF OF DEPARTMENT AGAINST MEMBER, DATED NOVEMBER 10, 2014, FOR VIOLATIONS AS FOLLOWS: ***[Action item]***

- Section 3919 – Proper Behavior
- Section 3921 – Inattention to Duty
- Section 3923 – Acts Detrimental to the Welfare of the Department

At a Special Meeting of the Fire Commission on June 25, 2015, regarding the above-noted matter, following the hearing, the Commission upheld the charges of violating Section 3919 – Proper Behavior; Section 3921 – Inattention to Duty; and Section 3923 – Acts Detrimental to the Welfare of the Department in a unanimous vote.

The Commission voted to uphold the Chief's recommendation of a 25-day suspension by a vote of 4 – 1.

The Commission is now considering proposed Findings of Fact in relation to that decision.

This case may be heard in Closed Session pursuant to Government Code Section 54957(b) and San Francisco Administrative Code Section 67.10(b).

A. Public Comment on Special Meeting Agenda Item; Possible Closed Session

Members of the public may comment on Agenda items No. 2, including the proposed Findings of Fact and whether to consider the matter in Closed Session. [Government Code §54954.3(a), Administrative Code §67.15(b)]

B. Vote on Closed Session:

1. Vote on whether to conduct deliberations on proposed Findings of Fact in Closed Session. *[Action]*

C. Deliberations and Possible Action

1. Deliberations and possible action on proposed Findings of Fact (in Open or Closed Session, per the Commission's vote). *[Action]*

D. If Closed Session is held, reconvene in Open Session

1. Report on any action taken in Closed Session as specified in California Government Code Section

54957.1(a)(5) and San Francisco Administrative Code section 67.12(b)(4).

2. Vote to elect whether to disclose any or all discussions held in Closed Session, as specified in San Francisco Administrative Code Section 67.12(a). ***[Action]***

4. ADJOURNMENT

SAN FRANCISCO FIRE COMMISSION

NOTICE OF COMMISSION PROCEDURES

Commission Meeting Schedule and Location

The Fire Commission meets regularly on the 2nd and 4th Thursday of each month at Fire Department Headquarters, Room 102, 698 Second Street, San Francisco. The Commission is scheduled to meet the first and third Thursday's in November and December, 2015.

Commission Office

The Fire Commission Office is located at 698 Second Street, Room 220, San Francisco, CA 94107. The Fire Commission telephone number is (415) 558-3451; the fax number is (415) 558-3413. The web address is www.sfgov.org/fire_comm/. Office hours are from 8:30 a.m. to 5:00 p.m., Monday through Friday.

Language Access

Per the Language Access Ordinance (Chapter 91 of the San Francisco Administrative Code), Chinese, Spanish and or Filipino (Tagalog) interpreters will be available upon requests. Meeting Minutes may be translated, if requested, after they have been adopted by the Commission. Assistance in additional languages may be honored whenever possible. To request assistance with these services please contact the Commission Secretary at (415) 558-3451, or fire.commission@sfgov.org at least 48 hours in advance of the hearing. Late requests will be honored if possible.

Information on Disability Access

The Fire Commission meeting room is wheelchair accessible. The closest accessible MUNI lines serving the Commission's meeting location and Office are the 15 Third, 42 Downtown Loop, and N Judah (Second and King Streets stop). Additional lines serving this location are the 30 Stockton and 45 Union. For more information about MUNI accessible services, call (415) 923-6142.

To obtain a disability-related modification or accommodation, including auxiliary aids or services, to participate in the meeting, please contact the Commission Secretary at least two business days before the meeting at (415) 558-3451 to make arrangements. Late requests will be honored, if possible.

To assist the City's efforts to accommodate persons with severe allergies, environmental illnesses, multiple chemical sensitivity or related disabilities, attendees at public meetings are reminded that other attendees may be sensitive to various chemical based products. Please help the City to accommodate these individuals.

Policy on use of Cell Phones, Pagers and Similar Sound-Producing Electronic Devices at and During Public Meetings

The ringing and use of cell phones, pagers and similar sound-producing electronic devices are prohibited at Fire Commission meetings. Please be advised that the Chair may order the removal from the meeting room of any person(s) responsible for the ringing or use of a cell phone, pager, or other similar sound-producing electronic device.

Documents for Public Inspection

Documents referred to in this agenda, if not otherwise exempt from disclosure, are available for public inspection and copying at the Fire Commission Office. If any materials related to an item on this agenda are distributed to the Fire Commission after distribution of the agenda packet, those materials, if not otherwise exempt from disclosure, are also available for public inspection at the Fire Commission Office, 698 Second Street, room 220, San Francisco, during normal office hours.

Know Your Rights Under The Sunshine Ordinance
(Chapter 67 of the San Francisco Administrative Code)

Government's duty is to serve the public, reaching its decisions in full view of the public. Commissions, boards, councils and other agencies of the City and County exist to conduct the people's business. This ordinance assures that deliberations are conducted before the people and that City operations are open to the people's review. For more information on your rights under the sunshine ordinance or to report a violation of the ordinance, contact the sunshine ordinance task force. You may contact the current Sunshine Ordinance Task Force Administrator, Frank Darby, Jr., as follows: Sunshine Ordinance Task Force, City Hall, Room 244, 1 Dr. Carlton B. Goodlett Place, San Francisco, CA 94102-4689, Phone: (415) 554-7724, Fax: (415) 554-5784, E-mail: sotf@sfgov.org. Copies of the Sunshine Ordinance can be obtained from the Clerk of the Sunshine Task Force, the San Francisco Public Library and on the City's Web site at http://www.sfgov.org.

San Francisco Lobbyist Ordinance

Individuals and entities that influence or attempt to influence local policy or administrative action may be required by the San Francisco Lobbyist Ordinance (San Francisco Campaign and Governmental Conduct Code sections 2.100 – 2.160) to register and report lobbying activity. For more information about the Lobbyist Ordinance, please contact the Ethics Commission at 30 Van Ness Avenue, Suite 3900, San Francisco, CA 94102, telephone (415) 581-2300, fax (415) 581-2317 and Web site: http://www.sfgov.org/ethics/.

SAN FRANCISCO FIRE COMMISSION

Minutes of Fire Commission Special Meeting

July 9, 2015 – 3:00 PM

698 Second Street, Room 221, San Francisco, CA 94107

President Evans called the meeting to order at 3:02 p.m.

Item No.

1. ROLL CALL

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PUBLIC LIBRARY

President Andrea Evans
Vice President Francee Covington
Commissioner Stephen Nakajo
Commissioner Michael Hardeman
Commissioner Ken Cleaveland

Also Present:
Zachary Porianda, Deputy City Attorney, Government Team – Counsel to the Commission
Brad Russi, Deputy City Attorney, Government Team – Counsel to the Commission
Maureen Conefrey, Commission Secretary

2. CASE NO. 2014-05: COMMISSION DELIBERATIONS ON PROPOSED FINDINGS OF FACT, AND POSSIBLE APPROVAL OF FINDINGS OF FACT REGARDING COMMISSION'S DECISION ON EMPLOYEE SUSPENSION APPEAL ***[Action item]***

In accordance with Article 40, Section 4005 of the Rules and Regulations, employee has appealed a 4-day suspension for violation of the Rules and Regulations as follows:

- Section 3919 – Proper Behavior
- Section 3924 – Disobedience
- Section 3925 – Insubordination

At a Special Meeting of the Fire Commission on June 11, 2015, regarding the above-noted matter, following the hearing, the Commission found member guilty as charged, of violating San Francisco Fire Department Rules and Regulations Section 3919 – Proper Behavior; Section 3924 – Disobedience; and Section 3925 - Insubordination, by a unanimous vote.

Accordingly, the Commission voted to uphold the Chief's penalty of a four day suspension.

The Commission is now considering proposed Findings of Fact in relation to that decision.

This case may be heard in Closed Session pursuant to Government Code Section 54957(b) and San Francisco Administrative Code Section 67.10(b).

A. Public Comment on Special Meeting Agenda Item; Possible Closed Session
Members of the public may comment on Agenda items No. 2, including the proposed Findings of Fact and whether to consider the matter in Closed Session. [Government Code §54954.3(a). Administrative Code §67.15(b)]

President Evans called for public comment. No member of the public came forward and President Evans closed public comment.

B. Vote on Closed Session:

1. Vote on whether to conduct deliberations on proposed Findings of Fact in Closed Session. ***[Action]***

Commissioner Cleaveland called for a motion to hold deliberations in Closed Session. Vice President Covington seconded, and the motion was unanimously approved. (5-0; Evans, Covington, Nakajo, Hardeman, Cleaveland)

Deliberations and action on Findings of Fact were conducted in Closed Session starting at 3:10 p.m.

C. Deliberations and Possible Action

1. Deliberations and possible action on proposed Findings of Fact (in Open or Closed Session, per the Commission's vote). ***[Action]***

Action Taken:
By unanimous vote of 5-0, the Commission adopted the proposed Findings of Fact as presented by Counsel for the Commission, as edited during closed session. The Findings will be finalized by Counsel for the Commission working with the Commission Secretary, and issued to the parties.

D. If Closed Session is held, reconvene in Open Session

1. Report on any action taken in Closed Session as specified in California Government Code Section 54957.1(a)(5) and San Francisco Administrative Code section 67.12(b)(4).

2. Vote to elect whether to disclose any or all discussions held in Closed Session, as specified in San Francisco Administrative Code Section 67.12(a). ***[Action]***

The Commission reconvened in Open Session at 3:36 p.m.

Commissioner Hardeman moved to not disclose discussions held in Closed Session. Commissioner Cleaveland seconded. The motion was approved 5-0, Evans, Covington, Nakajo, Hardeman, Cleaveland.

There was no public comment

3. CASE NO. 2014-09: COMMISSION DELIBERATIONS ON PROPOSED FINDINGS OF FACT, AND POSSIBLE APPROVAL OF FINDINGS OF FACT REGARDING CHARGES FILED BY CHIEF OF DEPARTMENT AGAINST MEMBER, DATED NOVEMBER 10, 2014, FOR VIOLATIONS AS FOLLOWS: ***[Action item]***

- Section 3919 – Proper Behavior
- Section 3921 – Inattention to Duty
- Section 3923 – Acts Detrimental to the Welfare of the Department

At a Special Meeting of the Fire Commission on June 25, 2015, regarding the above-noted matter, following the hearing, the Commission upheld the charges of violating Section 3919 – Proper Behavior; Section 3921 – Inattention to Duty; and Section 3923 – Acts Detrimental to the Welfare of the Department in a unanimous vote.

The Commission voted to uphold the Chief's recommendation of a 25-day suspension by a vote of 4 – 1.

The Commission is now considering proposed Findings of Fact in relation to that decision.

This case may be heard in Closed Session pursuant to Government Code Section 54957(b) and San Francisco Administrative Code Section 67.10(b).

A. Public Comment on Special Meeting Agenda Item; Possible Closed Session
Members of the public may comment on Agenda items No. 2, including the proposed Findings of Fact and whether to consider the matter in Closed Session. [Government Code §54954.3(a), Administrative Code §67.15(b)]

President Evans called for public comment. No member of the public came forward and President Evans closed public comment.

B. Vote on Closed Session:

1. Vote on whether to conduct deliberations on proposed Findings of Fact in Closed Session. ***[Action]***

Vice President Covington called for a motion to hold deliberations in Closed Session. Commissioner Nakajo seconded, and the motion was unanimously approved. (5-0; Evans, Covington, Nakajo, Hardeman, Cleaveland)

Deliberations and action on Findings of Fact were conducted in Closed Session starting at 3:40 p.m.

C. Deliberations and Possible Action

1. Deliberations and possible action on proposed Findings of Fact (in Open or Closed Session, per the Commission's vote). ***[Action]***

Action Taken:
By unanimous vote of 5-0, the Commission adopted the proposed Findings of Fact as presented by Counsel for the Commission, as edited during closed session. The Findings will be finalized by Counsel for the Commission working with the Commission Secretary, and issued to the parties.

D. If Closed Session is held, reconvene in Open Session

1. Report on any action taken in Closed Session as specified in California Government Code Section 54957.1(a)(5) and San Francisco Administrative Code section 67.12(b)(4).

2. Vote to elect whether to disclose any or all discussions held in Closed Session, as specified in San Francisco Administrative Code Section 67.12(a). ***[Action]***

The Commission reconvened in Open Session at 4:03 p.m.

Commissioner Cleaveland moved to not disclose discussions held in Closed Session. Commissioner Hardeman seconded. The motion was approved 5-0, Evans, Covington, Nakajo, Hardeman, Cleaveland.

There was no public comment

4. ADJOURNMENT

The meeting was adjourned at 4:03 PM

SAN FRANCISCO FIRE COMMISSION

Fire Commission Regular Meeting
Thursday, July 9, 2015 - 4:00 p.m.

698 Second Street, Room 102 ■ San Francisco ■ California ■ 94107

AGENDA

Item No.

1. ROLL CALL

President	Andrea Evans
Vice President	Francee Covington
Commissioner	Stephen A. Nakajo
Commissioner	Michael Hardeman
Commissioner	Ken Cleaveland
Chief of Department	Joanne Hayes-White

GOVERNMENT DOCUMENTS DEPT
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SAN FRANCISCO PUBLIC LIBRARY

2. GENERAL PUBLIC COMMENT

Members of the public may address the Commission for up to three minutes on any matter within the Commission's jurisdiction and does not appear on the agenda. Speakers shall address their remarks to the Commission as a whole and not to individual Commissioners or Department personnel. Commissioners are not to enter into debate or discussion with a speaker. The lack of a response by the Commissioners or Department personnel does not necessarily constitute agreement with or support of statements made during public comment.

3. PRESENTATION: SFFISE
Presentation by members of SFFISE (San Francisco Firefighters in Safety Education), a program providing important safety information to school children in San Francisco.

4. APPROVAL OF THE MINUTES *[Discussion and possible action]*
Discussion and possible action to approve meeting minutes.

a. Minutes from the Special Meeting of June 25, 2015

5. CHIEF OF DEPARTMENT'S REPORT *[Discussion]*

REPORT FROM CHIEF OF DEPARTMENT
Report on current issues, activities and events within the Department, including Fiscal Year 2015-2016 budget.

REPORT FROM OPERATIONS
Report on overall field operations, the Bureau of Fire Prevention & Investigation, Airport Division.

6. AGENDA FOR NEXT FIRE COMMISSION MEETING *[Discussion]*
Discussion regarding agenda for the July 23, 2015 regular meeting.

7. ADJOURNMENT

SAN FRANCISCO FIRE COMMISSION

NOTICE OF COMMISSION PROCEDURES

Commission Meeting Schedule and Location

The Fire Commission meets regularly on the 2nd and 4th Thursday of each month at Fire Department Headquarters, Room 102, 698 Second Street, San Francisco. The Commission is scheduled to meet the first and third Thursday's in November and December, 2015.

Commission Office

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SAN FRANCISCO FIRE COMMISSION

FIRE COMMISSION REGULAR MEETING
MINUTES
Thursday, July 9, 2015 – 4:00 p.m.
698 Second Street, Room 102

The audio files have been uploaded onto the Fire Commission Website at:
http://sanfrancisco.granicus.com/MediaPlayer.php?view_id=133&clip_id=23295

President Andrea Evans called the meeting to order at 4:11 PM

1. ROLL CALL

Commission President	Andrea Evans	Present
Commission Vice President	Francee Covington	Present
Commissioner	Stephen Nakajo	Present
Commissioner	Michael Hardeman	Present
Commissioner	Ken Cleaveland	Present
Chief of Department	Joanne Hayes-White	Present
Mark Gonzales	Deputy Chief – Operations	
Ray Guzman	Deputy Chief – Administration	
Jeff Myers	EMS	
Ken Lombardi	Support Services	
Raemona Williams	Division of Training	
Assistant Chiefs		
Lorrie Kalos	Division 2	
Victor Wyrsch	Division 3	
Staff		
Clement Yeh	EMS Medical Director	
Jesusa Bushong	Human Resources	
Mark Corso	CFO	

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2. GENERAL PUBLIC COMMENT

John Darmanin introduced himself as a member of the San Francisco Fire Department, part of the Arson Task Force, but was speaking as a private person. He stated he was happy to find out that the budget included an H-24 lieutenant and two fire investigators for the Arson Task Force. He continued with other concerns he has with the working conditions at the Arson Task Force. He asked for clarification on mixed messages he has been hearing.

3. PRESENTATION: SFFISE

Presentation by members of SFFISE (San Francisco Firefighters in Safety Education), a program providing important safety information to schoolchildren in San Francisco.

Chief Hayes-White invited the presenters up and thanked the Commission for putting this presentation on the agenda. She acknowledged that everyone involved with SFFISE has passion and enthusiasm for this cause and most of their devotion to SFFISE is purely on a

volunteer basis. Chief Hayes-White also acknowledged Chief Vic Wyrsch and Chief Lorrie Kalos, both permanent battalion chiefs but riding out as assistant chiefs and overseeing the Divisions in the city today.

The presentation started with Firefighter Dewayne Eckerdt introducing himself. He stated he has been with the Department since 2004, the last few years driving Engine 5. He also volunteers quite a bit of his time with the Alyssa Ann Ruch Burn Foundation. He added that with the help and support from the San Francisco Fire Department, they have made it the San Francisco Firefighters In Safety Education Program. Dan Chacon introduced himself and stated he's the regional manager for the Northern California Alyssa Ann Ruch Burn Foundation. David Ried introduced himself. He is the burn prevention intern and his duties are to coordinate between the fire department, the burn foundation and the school district to make sure that every student gets this presentation.

Following is the PowerPoint Presentation: http://sf-fire.org/index.aspx?page=1342

President Evans thanked all three for their Presentation. She thanked them for stepping up and taking on a leadership role for this cause.

Commissioner Nakajo thanked them very much for their presentation. He asked how they get funded in terms of this program. Mr. Eckerdt stated that currently the foundation takes on the cost of funding, that they are a non-profit and they raise money through private donors and grants as they can. Originally, it was a grant funded program and that is how it received funding. He added, unfortunately we haven't received that grant in quite some time so the foundation takes on the burden. This year the foundation took on a cost of $12,000.

President Nakajo asked if the San Francisco Fire Department contributes anything in terms of support to SFFISE. Firefighter Eckerdt stated yes, they get a lot of support between personnel details, engine details and the Department provides space in terms of doing their training programs. He added that the Department has done a lot in supporting the program. Chief Hayes-White confirmed they have 43 volunteers on the roster.

President Nakajo asked if their program addresses the dangers of fireworks in the material that they hand out. Mr. Chacon stated in terms of this presentation it does not. Their primary target audience is for children regarding burn prevention safety. He added that yesterday he attended the Northern California Public Educators meeting for fire departments and the subject of fireworks and fire safety during the 4th of July was a big discussion. He stated that one of the things they talked about is the best way to approach the subject is doing promotional PSAs and really talking about the safety and dangers of fireworks.

Commissioner Hardeman thanked them for their presentation. He mentioned it's nice to see volunteers and it's a great program. He hopes the funding continues.

Commissioner Cleaveland added his voice of thanks to Dewayne, David and Daniel and to the 43 other volunteers firefighters who give their time to be instructors. He added it is an incredibly important program and should be a model for the country. Again, he thanked them for educating our youth in this city on the dangers of fire and how to protect themselves.

Vice President Covington thanked Messrs. Eckerdt, Chacon, and Ried for their presentation. She added the materials were fabulous. She thinks it is wonderful that they begin at Pre-k as that is a time when they are learning so much information. She added that she appreciated that the materials are bilingual. Vice President Covington asked about fund raising events and Mr. Chacon stated they have an upcoming gala that will be

held in partnership with the Masons of California. The gala will take place at the Oakland Scottish Rite Building on August 28, 2015. Vice President Covington also inquired as to whether the Department has given any money to this effort out of the Department's budget. Chief Hayes-White answered that the Department has not, but they encourage members to personally donate and she knows there are many members in the room that have made personal contributions.

President Evans noted that there are over 12,000 students this year that received the presentation, which is fantastic. She was wondering what additional measures the Commission can take to reach even more students. Firefighter Eckerdt stated that there are 20,000 students within the public sector of the San Francisco Unified School district, which means that they are doing public, private, and anything in between right now, and he thinks they are missing around 10,000 kids that are not being reached. He added that they've made efforts toward the SFUSD to set up meetings to see if they can make this program a mandate but are having little headway. He stated any efforts in support that the Fire Commission can offer in that degree would be greatly appreciated. President Evans stated she would be happy to work with those at the school level on this.

Public Comment: Andrew Calvin spoke and stated that he is a volunteer with the Alyssa Ann Ruch Burn Foundation and he really commends the work that Daniel, Dewayne, David and the members of the San Francisco Fire Department do with the FISE program. He added that one of the things that makes the Burn Foundation so successful is its strong volunteer base and if anybody is looking to help out in the community, he's at these meetings regularly and they can come and check in with him and he can put them in contact with Daniel at the Burn Foundation.

4. APPROVAL OF THE MINUTES *[Discussion and possible action]*
Discussion and possible action to approve meeting minutes.

a. Minutes from the Special Meeting of June 25, 2015

Vice President Covington moved to approve the Minutes. Commissioner Cleaveland seconded. Motion to Adopt Minutes was unanimous.

There was no public comment.

5. CHIEF OF DEPARTMENT'S REPORT *[Discussion]*

REPORT FROM CHIEF OF DEPARTMENT
Report on current issues, activities and events within the Department, including Fiscal Year 2014-2015 and 2015-2016 budgets.

Chief Hayes-White gave an update since the last meeting which was on June 25th. She stated that the Department was more successful this year than in the previous eight budget cycles. She added that she is looking forward to being able to rebuild and restore some of the positions that have been reduced and adding some new positions. She stated that Mark Corso is in the process of closing out fiscal year 14-15, and we're awaiting approval from the Mayor's office and Board of Supervisors, with their official stamp on the budget and that still needs to be loaded into the system for 15-16. She stated they are working with HR on some preliminary recruitment and hiring of both the uniformed and civilian positions, most of those taking effect at the second quarter of this fiscal year. She added that once again, she appreciates all of the support that each of the Commissioners contributed related to the budget process. It was very helpful, including the members of the Budget Committee. Chief Hayes-White stated she sent an overview to all the

members of the Department related to the efforts surrounding the budget and she has heard a lot of positive feedback regarding the information that was shared.

Chief Hayes-White confirmed that they graduated 42 H-3 Level 1 EMTs in May and already it's making a big difference in terms of response times. She is hoping to continue that trend.

Chief Hayes-White stated she believes they selected 28 candidates to take part in the per diem process. The H-8 is to assist in peak periods, if there seems to be a large amount of sick calls, that kind of thing, so they can cover those shifts. Most of them are working at other agencies as paramedics. In addition, the selections that they made, the H-8 could be either an EMT or paramedic. She added that the H-33 exam, the paramedic captain exam, Part 1, was administered last month and Part 2 is scheduled for next week, on July 15, 2015. She confirmed that 82 members are taking that test. She added that they will be able to make some permanent promotions off that list. Chief Hayes-White acknowledged that they are preparing for the H-2 academy, which will be beginning on August 24th for the 40 members that are off the list and will be joined two weeks later by 14 members from Station 49. Concerning the 40 off the eligible list, we are in the process of contacting roughly 200 people to put through backgrounds for the August class as well as for the January class. Everyone has their hands full between processing the backgrounds and interviewing for the medicals. She added, things are moving forward with the process for our Fire Marshal. Interviews were conducted, and she is continuing to work with the Mayor's office on that selection process. She acknowledged Acting Assistant Deputy Chief Dan De Cossio for doing a very good job on an interim basis and keeping the Division well run. Chief Hayes-White touched on the meeting that took place in North Beach concerning bulb outs and traffic calming.

Chief Hayes-White stated that there was a very nice contingent who joined them at the Pride Parade on June 28th. She was proud to say that they were number 14th this year versus 214 from previous years. She continued that on the Monday the 29th they had the first meeting with the 150th Anniversary steering committee. Vice President Covington was at the meeting as well. She stated that she has designated Assistant Chief Dave Franklin along with Guardians of the City, Dave Eberle, who works for the DEM, to spearhead that effort. She added that some great ideas were exchanged. The idea is throughout the year, remind people the importance of our Department and celebrating our 150th anniversary, and then to be culminated on December 3rd, 2016 with a firefighters ball which would actually be on the 150th anniversary which happens to be a Saturday. She acknowledged that Vice President Covington has graciously taken the ball and is running with it and has gotten some great venues to have that event on December 3rd.

Chief Hayes-White acknowledged everyone for a good job in the field related to a safe July 4th. Overall, they were busy but she thinks things ran very smoothly. She added that the Mayor was very pleased with how safe and enjoyable a night it was here in the city. Chief Hayes-White added that President Evans will be assisting the Department with the first Strategic Planning meeting which will be held on July 21, 2015 at Headquarters. She stated they are also planning in the fall to have a meritorious award ceremony, but a date has not been finalized. Chief Hayes-White asked if the Commission would consider adjourning the meeting in honor and memory of Captain Ray O'Leary. He retired in 1985.

REPORT FROM OPERATIONS
Report on overall field operations, the Bureau of Fire Prevention & Investigation, Airport Division.

Chief Gonzales stated that his Operations Report is from June 3rd to June 30th:

There were three greater alarms during this period. There was a second alarm on 625 Bayshore. Temporary Assistant Chief Taylor was the incident commander. This was a warehouse. They did a good job putting the fire out. They had a little bit of a challenge. A hill nearby also caught fire and there were some other structures that were threatened.

The second was a second alarm on 812 Bay Street. The incident commander was Assistant Chief Burke. This was another challenging fire where it was not readily evident which building was on fire. They eventually got to it. It was challenging but they put it out.

The third was a third alarm at 1141 Plymouth. Assistant Chief Siragusa was the incident commander. This was a challenging fire because there were a lot of belongings inside the house, in the garage, and on the top floor. There was a time when we thought that one of the relatives was still in the building. They were trying to do an aggressive interior attack as much as they could in trying to get access to where they thought the person was. Fortunately, the relative was down the street or around the corner. They found him later. The members did a good job.

Chief Gonzales went on to detail Emergency Medical Services and the progress of the H-8's. He stated that he's been working with President O'Connor of 798 going over a list of candidates for the H-3 Level 3 positions for the 118th firefighter academy. It's based on their fire department seniority. He continued with summarizing the recent events of BFP, Plan Check, and the Port.

Commissioner Nakajo thanked Chief Gonzales for his report and asked, in terms of the 14 members from Station 49, how is Local 798 involved in the selection process. Chief Hayes-White answered that she wanted to make sure the criteria by which they were selecting is collaborative with Local 798 and they are, and that they are looking at it strictly by seniority and where they are on the list and that's the order they will be made an offer.

Commissioner Nakajo also asked if the next H-2 academy that is to begin in August, and there are members left over from that pool, will they be given consideration for the January academy class. Chief Hayes-White answered that anyone that was given a medical evaluation, by law, they would be considered for the next class. They will be put into an alternate position.

Vice President Covington asked if departmental seniority means that it does not matter if you had the same position anywhere else, it is the time you have with the SFFD that counts towards seniority. Chief Hayes-White confirmed that statement, and added that we are giving the benefit to the employee that had the longer tenure with the Department.

President Evans asked about the meetings that have been taking place pertaining to traffic calming and safety measures and if the Commission could get the dates of these meetings. She thinks it would be helpful to have a presence at these meetings as well as to get the information more widely disseminated.

Chief Hayes-White acknowledged that we have signed on to the Vision Zero goals, but she thinks it was good that there were some modifications to that resolution because it does say we are doing our due diligence and we want to get to the same goals as everyone else. She added, most importantly, we need to make sure that we can get our apparatus to the scene of emergency calls. President Evans thinks that it is important getting information to people around some of these meetings so that they can be more informed.

perhaps they will make their voices heard at City Hall. She added they we need to get more people engaged around the issue.

President Evans thought it was great news that the response times have moved up so dramatically and she hopes we keep tipping up in that direction.

President Evans asked if there was an agreement with Local 98 on the terms and conditions for the H-8's or is it still being negotiated. Chief Hayes-White answered that she believes negotiations are in the final stages, although they've been told by DHR that they can move forward in providing the training absent a signature because it's something that was conceptually agreed to. She added that she personally would like to have the signatures so she was the one putting the brakes on the starting the class on the 13th just for harmony.

Public Comment: Captain Darmanin introduced himself as member of the fire department, Captain of Arson but stated he was speaking as a private citizen. He voiced his concerns with the lack of staffing at Arson as well as the lack of communication. He stated that the information he's getting is conflicting and unreliable.

6. AGENDA FOR NEXT FIRE COMMISSION MEETING ***[Discussion]***
Discussion regarding agenda for the July 23, 2015 regular meeting.

- Presentation from Homeland Security/Disaster Committee

Public comment: John Darmanin introduced himself as a member of the San Francisco Fire Department and Captain of the Arson Unit but speaking as a private citizen. He stated that he made some comments earlier and was called out by a Deputy Chief. He would like to ask that the Commission place something on the agenda for the next meeting, to clarify and discuss the rights of employees to speak during public comment, not just at the Fire Commission, but any public employee speaking at their respective commission or board meetings. He added that he was speaking as a private citizen and should be treated like one, not as a member of the department. He went on to explain his dissatisfaction of the events that led up to his making this public comment and thanked the Commission for listening.

Deon Mark stated he's an eligible candidate on the H-2 list with a score of 735 and asked the Commission what he should do in order to become a more popular candidate.

7. ADJOURNMENT

President Evans adjourned the meeting in memory of Captain Ray O'Leary at approximately 5:54 PM.

SAN FRANCISCO FIRE COMMISSION

FIRE COMMISSION SPECIAL MEETING
July 23, 2015 – 9:15 AM
698 Second Street, Room 102, San Francisco, CA 94107

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AGENDA

Item No.

1. **ROLL CALL**

   Commissioner Ken Cleaveland, Hearing Officer

2. **CASE NO. 2014-10: HEARING ON EMPLOYEE DISCIPLINE CONCERNING VERIFIED COMPLAINT FILED BY CHIEF OF DEPARTMENT AGAINST MEMBER, DATED NOVEMBER 12, 2014, FOR VIOLATIONS AS FOLLOWS:**

   - Section 3909 – False Reports
   - Section 3919 – Proper Behavior
   - Section 3921 – Inattention to Duty
   - Section 3923 – Acts Detrimental to the Welfare of the Department

   This case may be heard in Closed Session pursuant to Government Code Section 54957(b) and San Francisco Administrative Code Section 67.10(b).

   A. Public Comment on Special Meeting Agenda Item; Possible Closed Session

   Members of the public may comment on all matters pertaining to Agenda Item No. 2, and whether to consider the matter in Closed Session. [Government Code §54954.3(a), Administrative Code §67.15(b)]

   B. Decision by Hearing Officer on whether to hold the hearing on the verified complaint in Closed Session

   C. Hearing on verified complaint (in open or Closed Session, per the Hearing Officer's decision)

   D. If Closed Session is held, reconvene in Open Session

3. **ADJOURNMENT**

SAN FRANCISCO FIRE COMMISSION

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SAN FRANCISCO FIRE COMMISSION

FIRE COMMISSION SPECIAL MEETING
July 23, 2015 – 3:00 PM
698 Second Street, Room 221, San Francisco, CA 94107

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AGENDA

Item No.
1. ROLL CALL

Commissioner Michael Hardeman, Hearing Officer

2. CASE NO. 2015-01: COMMISSION DELIBERATIONS AND POSSIBLE ACTION ON EMPLOYEE SUSPENSION APPEAL ***[Action item]***

In accordance with Article 40, Section 4005 of the Rules and Regulations the employee has appealed a four-day suspension for violation of the Rules and Regulations as follows:

Section 2817 – Reports
Section 3919 – Proper Behavior
Section 3920 – Unacceptable Language

This case may be heard in Closed Session pursuant to Government Code Section 54957(b) and San Francisco Administrative Code Section 67.10(b).

a. Public Comment on Special Meeting Agenda Item; Possible Closed Session

Members of the public may comment on Agenda items that are scheduled for discussion or action. [Government Code §54954.3(a), Administrative Code §67.15(b)]

1. Public Comment on Agenda Item No. 2, including [*if there is a motion or request to go into Closed Session]* public comment on whether to go into Closed Session.

2. *If there has been a motion or request to go into Closed Session:* Vote on whether to hold Closed Session. ***[Action Item]***

b. Deliberations/Possible Action, Open or Closed Session

1. Deliberations, and possible action on Suspension Appeal ***[Action Item]***

c. If Closed Session is held, reconvene in Open Session

1. Report on any action taken in Closed Session as specified in California Government Code Section 54957.1(a)(5) and San Francisco Administrative Code section 67.12(b)(4).

2. Vote to elect whether to disclose any or all discussions held in Closed Session, as specified in San Francisco Administrative Code Section 67.12(a). ***[Action Item]***

3. ADJOURNMENT

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SAN FRANCISCO FIRE COMMISSION

MINUTES OF FIRE COMMISSION SPECIAL MEETING
July 23, 2015 – 3:00 PM
698 Second Street, Room 221, San Francisco, CA 94107

President Evans called the meeting to order at 3:00 PM.

Item No.
1. ROLL CALL

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Commissioner Michael Hardeman, Hearing Officer
Commission President Andrea Evans
Commission Vice President Francee Covington
Commissioner Stephen Nakajo

Also Present:
Brad Russi, Deputy City Attorney, Government Team – Counsel to the Commission
Maureen Conefrey, Commission Secretary

2. CASE NO. 2015-01: COMMISSION DELIBERATIONS AND POSSIBLE ACTION ON EMPLOYEE SUSPENSION APPEAL *[Action item]*

In accordance with Article 40, Section 4005 of the Rules and Regulations the employee has appealed a four-day suspension for violation of the Rules and Regulations as follows:

Section 2817 – Reports
Section 3919 – Proper Behavior
Section 3920 – Unacceptable Language

This case may be heard in Closed Session pursuant to Government Code Section 54957(b) and San Francisco Administrative Code Section 67.10(b).

a. Public Comment on Special Meeting Agenda Item; Possible Closed Session

Members of the public may comment on Agenda items that are scheduled for discussion or action. [Government Code §54954.3(a), Administrative Code §67.15(b)]

1. Public Comment on Agenda Item No. 2, including [*if there is a motion or request to go into Closed Session]* public comment on whether to go into Closed Session.

President Evans called for public comment. No member of the public came forward and President Evans closed public comment.

2. *If there has been a motion or request to go into Closed Session:* Vote on whether to hold Closed Session. ***[Action Item]***

Vice President Covington Moved for a motion to hold deliberations in Closed Session. Commissioner Hardeman seconded, and the motion was unanimously approved. (4-0; Evans, Covington, Nakajo, Hardeman,)

b. Deliberations/Possible Action, Open or Closed Session

The Commission held deliberations in Closed Session at 3:00 p.m.

1. Deliberations, and possible action on Suspension Appeal ***[Action Item]***

c. If Closed Session is held, reconvene in Open Session

1. Report on any action taken in Closed Session as specified in California Government Code Section 54957.1(a)(5) and San Francisco Administrative Code section 67.12(b)(4).

The Commission reconvened in Open Session to report action taken at 3:20 p.m.

The member pled guilty as charged, of violating Section 3919 – Proper Behavior; Section 3921 – Inattention to Duty; and Section 3923 – Acts Detrimental to the Welfare of the Department The Commission confirms that the Department demonstrated by a preponderance of the evidence that member violated the above Sections by a unanimous vote of Commissioners present. (4-0; Evans, Covington, Nakajo, Hardeman,).

The Commission voted to uphold the Chief's penalty of a 4-day suspension by a vote of 4 - 0 (Evans, Covington, Nakajo, Hardeman).

Counsel for Department will prepare the Findings of Fact.

2. Vote to elect whether to disclose any or all discussions held in Closed Session, as specified in San Francisco Administrative Code Section 67.12(a). ***[Action Item]***

There was no public comment

3. ADJOURNMENT

President Evans adjourned the meeting at 3:23 p.m.

SAN FRANCISCO FIRE COMMISSION

Fire Commission Regular Meeting
Thursday, July 23, 2015 - 4:00 p.m.
698 Second Street, Room 102 ■ San Francisco ■ California ■ 94107

AGENDA

Item No.

1. ROLL CALL

President	Andrea Evans
Vice President	Francee Covington
Commissioner	Stephen A. Nakajo
Commissioner	Michael Hardeman
Commissioner	Ken Cleaveland
Chief of Department	Joanne Hayes-White

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2. PUBLIC COMMENT

Members of the public may address the Commission for up to three minutes on any matter within the Commission's jurisdiction and does not appear on the agenda. Speakers shall address their remarks to the Commission as a whole and not to individual Commissioners or Department personnel. Commissioners are not to enter into debate or discussion with a speaker. The lack of a response by the Commissioners or Department personnel does not necessarily constitute agreement with or support of statements made during public comment.

3. PRESENTATION FROM DIVISION OF HOMELAND SECURITY *[Discussion]*
Assistant Deputy Chief Shane Francisco will present on the Division of Homeland Security, including Fleet Week and Super Bowl 50.

4. RESOLUTION 2015-05 *[Discussion and possible action]*
Discussion and possible action regarding proposed Resolution 2015-05, establishing the Temporary Exempt position of H-42 Assistant Fire Marshal.

5. APPROVAL OF THE MINUTES *[Discussion and possible action]*
Discussion and possible action to approve meeting minutes.

- **a.** Minutes from the Regular Meeting on June 11, 2015.
- **b.** Minutes from the Special Meeting on July 9, 2015.

6. CHIEF OF DEPARTMENT'S REPORT *[Discussion]*
REPORT FROM CHIEF OF DEPARTMENT
Report on current issues, activities and events within the Department, including Fiscal Year 2015-2016 budgets.

REPORT FROM ADMINISTRATION
Report on the Administrative Divisions, Fleet and Facility status, Finance and Support Services within the Department.

7. **COMMUNICATIONS**
Communications to Commission received between 7/9/15 and 7/17/15.

- Letter and Report from Civil Grand Jury dated July 13, 2015.
- Letter from Guardians of the City.

8. **AGENDA FOR NEXT FIRE COMMISSION MEETING** ***[Discussion]***
Discussion regarding agenda for the August 13, 2015 regular meeting.

9 **UPDATE REGARDING SFFD POLICY ON SWORN MEMBERS MAKING PUBLIC COMMENT AT COMMISSION MEETINGS** ***[Discussion]***

10. **ADJOURNMENT**

SAN FRANCISCO FIRE COMMISSION

NOTICE OF COMMISSION PROCEDURES

Commission Meeting Schedule and Location

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Documents for Public Inspection

Documents referred to in this agenda, if not otherwise exempt from disclosure, are available for public inspection and copying at the Fire Commission Office. If any materials related to an item on this agenda are distributed to the Fire Commission after distribution of the agenda packet, those materials, if not otherwise exempt from disclosure, are also available for public inspection at the Fire Commission Office, 698 Second Street, room 220, San Francisco, during normal office hours.

Know Your Rights Under The Sunshine Ordinance
(Chapter 67 of the San Francisco Administrative Code)

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SAN FRANCISCO FIRE COMMISSION

FIRE COMMISSION REGULAR MEETING
MINUTES
Thursday, July 23, 2015 – 4:00 p.m.
698 Second Street, Room 102

The audio recording has been uploaded to the FC Website at:
http://sanfrancisco.granicus.com/MediaPlayer.php?view_id=133&clip_id=23397

President Evans called the meeting to order at 4:06 PM.

1. ROLL CALL

Commission President	Andrea Evans	Present
Commission Vice President	Francee Covington	Present
Commissioner	Stephen Nakajo	Present
Commissioner	Michael Hardeman	Present
Commissioner	Ken Cleaveland	Excused
Chief of Department	Joanne Hayes-White	Present

Mark Gonzales	Deputy Chief – Operations
Ray Guzman	Deputy Chief – Administration
Shane Francisco	Homeland Security
Dan De Cossio	Bureau of Fire Prevention
Raemona Williams	Division of Training
Assistant Chiefs	
Kevin Burke	Division 2
Kirk Richardson	Division 3
Staff	
Mark Corso	CFO
Jesusa Bushong	HR

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2. PUBLIC COMMENT

President Evans called for public Comment. No one from the public came forward.

3. PRESENTATION FROM DIVISION OF HOMELAND SECURITY *[Discussion]*

Assistant Deputy Chief Shane Francisco will present on the Division of Homeland Security, including Fleet Week and Super Bowl 50.

Chief Francisco introduced himself and stated that his presentation would include information on disaster materials and specific events coming up. His PowerPoint presentation is attached:

http://sf-fire.org/modules/showdocument.aspx?documentid=4057

Vice President Covington stated that Chief Francisco's portfolio is incredibly thick and deep. She acknowledged that the Department is very fortunate to have him. She asked him to provide a little bit on his background. Chief Francisco answered as follows:

"I Started here in 1994. I actually started as a wildland firefighter in Marin County in 1993. I spent most of my time at Station 36 in Hazmat 1 working for Chief Burke at the time. It was a busy company. In 2003, I took a leave of absence and went to work for the United States Secret Service in the chemical and biological counter measures branch where I worked with what's now called the HAMMER team, the Hazardous Agent Mitigation Medical Emergency Response Team. I did that for four years. I was diagnosed with cancer. The Department took responsibility for that. I received a bone marrow transplant while on the east coast. In 2007 they started up the Northern California Regional Intelligence Center (NIC/RIC). Deputy Chief Massetoni gave me a call and said, "time to come on back, why don't you be the person up there?" So that worked out really well for me. I spent five years there at the the NIC/RIC, and then returned to the field to the fireboat which was a great assignment. I was promoted to Captain, sent out to Truck 18 in the Sunset District for about a year and a half, and now, here I am."

Vice President Covington thanked Chief Francisco for his presentation and stated that with his oral resume, she thinks he may serve as an inspiration to some of the people sitting in the audience. She added that it is very reassuring that all of the meetings, brainstorming sessions and actual exercises are taking place so that the City can be as ready as possible for an unexpected emergency. Vice President Covington asked for confirmation on the 15 counties that he mentioned. Chief Francisco confirmed that the 15 counties represented are the area of responsibility for the Northern California Regional Intelligence Center. There are five different intelligence centers in California. The NIC/RIC handles Monterey to Oregon on the coastal side and we have one fire representative for all those 15 counties.

Vice President Covington asked about the drone policy. Chief Francisco answered that it is for any city department that would like or need a drone. Both Law Enforcement and the Fire Department have an application submitted. He added that right now, drones cannot fly in the City because they don't have a policy in effect. They want to develop a good policy.so they are currently researching this issue. He added that it is new territory for everybody. The policy will be for any city departments that will apply for the use of drones. Vice President Covington added that she thinks it would be wonderful for the Fire Department to have drones. She continued that during the huge Mission fire, the television helicopters were hovering over and providing excellent footage from above, and she thinks that the Department could use that perspective in firefighting efforts because it gives a much more global view than we currently have.

Vice President Covington asked if Chief Francisco could talk a bit more about the agreements with the public transit divisions in the Bay Area during emergencies and how it affects first responders. Chief Francisco responded that assuming the bridges have an issue and first responders could not cross by vehicle; the Recall Officer at the Fire Department Operations Center will start reaching out to various transportation companies. The members would show their credentials and they will be given head of the line privileges to get on the ferry, or whatever other mode of transportation is being provided to make sure that they get on to be able to report to work to do emergency functions. They could also be from NERTs, as they work closely with NERT in major disasters. The NERT program becomes supportive. Vice President Covington added that she is very happy to hear him mention NERT because she is NERT trained.

Commissioner Nakajo thanked Chief Francisco, in terms of his comprehensive presentation. He added that traditionally, the goal is always for this commission to be informed. The more informed they are the better it is. Commissioner Nakajo asked Chief Francisco if he was the singular administrative staff person for this division, or does he have support staff to help manage all of the responsibilities that he outlined in his presentation. Chief Francisco responded, "I'm it."

Commissioner Nakajo asked who takes over if something happens to Chief Francisco. Chief Francisco stated that it would be challenging, but it is something they can work on.

Commissioner Hardeman state that it was a great report and listening to some of Chief Francisco's stories fascinated him. He added that to have Chief Francisco be the Department's Homeland Security Chief is fantastic and the Department is so fortunate to have him.

President Evans thanked Chief Francisco for his presentation and stated that the Commission has wanted to hear from him for a long time and she echoed what Commissioner Hardeman and Commissioner Nakajo have said. She added that everybody should know all that he is doing and what an incredible amount of work he is doing for the City. She added that she does not think it is appreciated enough. She asked if other cities of comparable size have more personnel invested in their Homeland Security efforts than San Francisco Fire Department. Chief Francisco replied that cities like San Diego, which is very similar or San Antonio, they are staffed at around 10 to 12 people in their fire departments, doing the functions that are assigned to Homeland Security. President Evans stated that because there is no chance of getting additional grant funding for more people to help, is distressing. She added that she thinks it is something to consider when we go to the next budget process because as Commissioner Vice President Covington said, your portfolio is just too big for one person. She stated that he is doing a great job but it's too much for one person.

President Evans referred to Urban Shield and stated that she actually attended the Surf Rescue Committee meeting last week it was fascinating. They went into detail on the plans. She concluded by saying thank you to Chief Francisco for all he is doing and for his presentation.

Vice President Covington asked if Chief Francisco could confirm how many people are with the San Francisco Police Department, doing similar work. Chief Francisco responded that they are structured differently, but they have about 20 people involved.

There was no public comment.

4. RESOLUTION 2015-05 ***[Discussion and possible action]***
Discussion and possible action regarding proposed Resolution 2015-05, establishing the Temporary Exempt position of H-42 Assistant Fire Marshal.

Chief Hayes-White gave a brief overview of the resolution, which is self-explanatory. She went on to describe the ongoing process of interviewing for a permanent Fire Marshal. She added that the Temporary Exempt position of H-42 Assistant Fire Marshal has the full support of the Mayor's Office and that Jesusa Bushong of Human Resources assisted in preparing this resolution. She added that basically, we would look to put someone temporarily in that position that has expertise and has worked in the Bureau of Fire Prevention and can assist the Fire Marshal with many different aspects of the Division. Primarily at this point for Plan Check, until such time that the Department sees that the workload is being better managed and the backlog is up to date. Commission Secretary Conefrey read Resolution 2015-05 into the record.

Commissioner Hardeman Moved to approve the Resolution. Vice President Covington Seconded. Motion to approve above Resolution was unanimous.

There was no public comment.

5. APPROVAL OF THE MINUTES ***[Discussion and possible action]***
Discussion and possible action to approve meeting minutes.

a. Minutes from the Regular Meeting on June 11, 2015.
b. Minutes from the Special Meeting on July 9, 2015.

Commissioner Hardeman Moved to approve the Minutes. Commissioner Nakajo Seconded. Motion to approve above Minutes was unanimous.

There was no public comment.

6. CHIEF OF DEPARTMENT'S REPORT *[Discussion]*

REPORT FROM CHIEF OF DEPARTMENT

Report on current issues, activities and events within the Department, including Fiscal Year 2015-2016 budgets.

Chief Hayes-White welcomed acting Assistant Chief Kirk Richardson who recently made acting with the recent retirement of Assistant Chief Matt McNaughton. She stated that the last meeting was on July 9, 2015 and she gave update on some of the things that have happened since that time. She stated that they continue to close out the budget from fiscal years 2014-15 and they are planning for the budget of 2015-16 fiscal year. She added that they did hire 42 H-3 Level 1's who graduated in May and the Department has seen an improvement in ambulance response times.

Chief Hayes-White stated she had the opportunity over the last week to promote or bump up 31 H-3 Level 1 EMT employees that had paramedic licenses and are now working on the streets as paramedics. They came into headquarters to exchange their EMT badge for their paramedic badge. She added that all of them seemed very pleased in their new assignments and added that it provides her the opportunity to get to know them a little bit more, one on one. She also acknowledged nine H-2 firefighters who also have a paramedic license.

Chief Hayes-White stated that they are in the process, with Chief Gonzalez working closely with Tom O'Connor from 798, regarding selection criteria for members from Station 49 that are going to be offered or have been offered a position in the 118th academy class, which gets underway on August 24th.

Chief Hayes-White acknowledged that they were able to begin the H-8 online training. She added that it began this week and included 28 Level 2 paramedics. She added that the selection for the H-2 academy scheduled to start on August 24, 2015 is moving forward comprised of 54 individuals.

Chief Hayes-White stated that they have had recruitment meetings. Mindy Talmadge from her office and Assistant Deputy Chief Williams have been instrumental in keeping recruitment going.

Chief Hayes-White added that with regard to the Civil Grand Jury, a report came out that they are in the process of responding to and should have a draft within the month of August.

REPORT FROM ADMINISTRATION

Report on the Administrative Divisions, Fleet and Facility status, Finance and Support Services within the Department.

Chief Guzman outlined his Administrative Report for the month of July 2015 as follows:

Support Services Division: they continue to manage many of the ESER projects.

Station 16: There were a couple of appeals filed by neighbors. Both of those appeals were upheld and we are redesigning the bottom floor of that station.

Station 5: that project continues to move forward with its design.

He stated that with the reassignment of the Arson Unit to the Public Safety Building, they were able to remodel Station 49. He described some of the work that has been completed to date. He added that the showers should be completed in the next two weeks.

He acknowledged receipt of four of the six contracted trucks from Spartan ERV.

The Division of Training: Assistant Deputy Chief Raemona Williams and her staff continue to prepare for the 17-week, 118th academy class which begins on August 24, 2015 and graduates on December 18, 2015. As the Chief mentioned, H-8 training started Monday, July 20, 2015 and they will do two weeks of online training which consists of 27 modules through our Target Solutions Program. They have two weeks to complete that task. On July 29, 2015, there is a mandatory orientation at the Treasure Island Training Facility. Those members will be required to complete 14 hands-on training modules and 72 hours of ambulance preceptor evaluations.

The Treasure Island Training staff is adding more square footage to the burn room prop, along with adding two more forcible entry props, one door that swing in and one that swings out.

CFO Mark Corso is busy closing out the 2014-15 fiscal year budget.

Investigative Services Bureau: There was a throttling back with the random drug and alcohol testing due to the many background checks being conducted for the 118th Academy Class. Captain Hunter is conducting many of those with the help of Captain Andy Zanoff. She has conducted seven random alcohol and drug tests and all those were negative, and on a short note, the doctor's office is starting to get busy with all the medical exams for the 118th Academy class.

Fireboat update: The bow, mid-body, and stern sections have been joined together. The pilothouse structure has been completed, and today they began painting the pilothouse structure. As of now, the fireboat is on schedule for delivery on February 24, 2016.

Vice President Covington thanked Chief Guzman for his report and added that the fireboat is looking gorgeous and that it has all the bells and whistles that are needed.

Vice President Covington asked if they have training for members of Department, pertaining to forcible entry regarding iron gates on doors and windows. Chief Guzman responded that Captain Colombini and his staff have fabricated an actual iron gate prop that they use for training purposes.

Commissioner Nakajo asked for clarification on the number of recruits for the 118 Academy class. Chief Hayes-White responded that they will have 54 recruits, 14 from Station 49 and 40 off the eligible list. Commissioner Nakajo asked what type of criteria Chief Hayes-White is looking for in the selection process. Chief Hayes-White stated there are a number of factors, score being the first. She added that it is a very competitive list. Education and the ability to speak another language are examples of secondary criteria she uses. She also confirmed that the eligible list is "rule of the list" which means that everyone on the list is eligible for consideration.

Commissioner Hardeman inquired about the Department Recruitment position and it was confirmed that the position would not be filled until fall.

President Evans stated she was concerned about a push to get a diverse list as possible for the January academy and without the filled recruitment position, she suggested that they talk to the employee groups to get the word out about taking the exam so they can be considered for the January class. Assistant Deputy Chief Williams added that they noticed that they have had an increase in applicants after recruiting in certain districts, and they are planning to reach different groups throughout the City. President Evans thought that was great and added they really need to make a focused effort to make sure that they are hitting as many events as possible and get the word out as broadly as they can, particularly for women. Chief Hayes-White added that they are seeing an improvement, particularly in the last four months and she thinks the recruitment efforts have paid off.

President Evans touched on the recent Strategic Planning Committee meeting and stated the goal is to get as many people to provide input and feedback as to where they want to see the Department in long term, as well as immediate needs.

Chief Hayes-White gave a brief update on the developments with SFUSD and that they are continuing to follow up with the CPR curriculum for 9th grade students.

There was no public comment.

7. COMMUNICATIONS
Communications to Commission received between 7/9/15 and 7/17/15.

- Letter and Report from Civil Grand Jury dated July 13, 2015.
- Letter from Guardians of the City.

There was no public comment.

8. AGENDA FOR NEXT FIRE COMMISSION MEETING *[Discussion]*
Discussion regarding agenda for the August 13, 2015 regular meeting.

Vice President Covington announced that the Guardians of the City is requesting consideration to accept a donation from Fireman's Fund and their parent corporation and she thinks is should be on the agenda for the next meeting. President Evans concurred. Vice President Covington went on to describe the 1855 Broderick engine and stated it is appraised at $123,000.00.

Commissioner Hardeman would like to move the October 22, 2015 meeting to October 21, 2015 and suggested putting it on the next agenda.

There was no public comment.

9 UPDATE REGARDING SFFD POLICY ON SWORN MEMBERS MAKING PUBLIC COMMENT AT COMMISSION MEETINGS *[Discussion]*

President Evans stated that she had consulted with the City Attorney's Office and Jesusa Bushong, the Department's Human Resource Officer and it turns out that there is no written policy for members to provide public comment and they are welcome to do so out of uniform on their own time. She added that they would work with the City Attorney's Office to layout something so that the expectations for everyone are clear.

There was no public comment.

10. ADJOURNMENT

President Evans adjourned the meeting in memory of Walter Glynn and Sgt. Scott Lunger at 6:10.

SAN FRANCISCO FIRE COMMISSION

Fire Commission Regular Meeting
Thursday, August 13, 2015 - 4:00 p.m.

698 Second Street, Room 102 ■ San Francisco ■ California ■ 94107

AGENDA

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Item No

1. ROLL CALL

President	Andrea Evans
Vice President	Francee Covington
Commissioner	Stephen A. Nakajo
Commissioner	Michael Hardeman
Commissioner	Ken Cleaveland
Chief of Department	Joanne Hayes-White

2. GENERAL PUBLIC COMMENT

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3. RESOLUTION 2015-06 ***[Discussion and possible action]***
Discussion and possible action regarding proposed Resolution 2015-06, Recommending That the Fire Commission Accept the Donation from Firemen's Fund and their Parent Corporation, Allianz Global Corporation, of the 1855 Worth-Built Hand Pumped Fire Engine ("Empire"/"Broderick")

4. APPROVAL OF THE MINUTES ***[Discussion and possible action]***
Discussion and possible action to approve meeting minutes.

- **a.** Minutes from the Special Meeting of July 29, 2015
- **b.** Minutes from the Regular Meeting of June 25, 2015
- **c.** Minutes from the Regular Meeting of July 9, 2015

5. FURTHER DISCUSSION AND POSSIBLE ACTION REGARDING AVAILABLE OPTIONS FOR TELEVISING FIRE COMMISSION MEETINGS AT CITY HALL [*Discussion and possible action*]

6. DISCUSSION AND POSSIBLE ACTION TO MOVE THE OCTOBER 22, 2015 COMMISSION MEETING TO ANOTHER DATE [*Discussion and possible action*]

7. DISCUSSION AND POSSIBLE ACTION REGARDING THE CIVIL GRAND JURY REPORT "WHAT DOES THE FUTURE HOLD?" [Discussion and possible action]

8. CHIEF OF DEPARTMENT'S REPORT ***[Discussion]***

REPORT FROM CHIEF OF DEPARTMENT
Report on current issues, activities and events within the Department, including Fiscal Year 2015-2016 budget.

REPORT FROM OPERATIONS
Report on overall field operations, the Bureau of Fire Prevention & Investigation, Airport Division.

9. COMMUNICATIONS
Communications to Commission received between 7/24/15 and 8/7/15.

- Email from Michael Petrelis

10. AGENDA FOR NEXT FIRE COMMISSION MEETING ***[Discussion]***
Discussion regarding agenda for the August 27, 2015 regular meeting.

11. ADJOURNMENT

SAN FRANCISCO FIRE COMMISSION

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SAN FRANCISCO FIRE COMMISSION

FIRE COMMISSION REGULAR MEETING
MINUTES
Thursday, August 13, 2015 – 4:00 p.m.
698 Second Street, Room 102

The audio files have been uploaded onto the Fire Commission Website at:
http://sanfrancisco.granicus.com/MediaPlayer.php?view_id=133&clip_id=23537

President Andrea Evans called the meeting to order at 4:12 PM

1. ROLL CALL

Commission President	Andrea Evans	Excused
Commission Vice President	Francee Covington	Present
Commissioner	Stephen Nakajo	Present
Commissioner	Michael Hardeman	Present
Commissioner	Ken Cleaveland	Present
Chief of Department	Joanne Hayes-White	Present
Mark Gonzales	Deputy Chief – Operations	
Ray Guzman	Deputy Chief – Administration	
Jeff Myers	EMS	
Dan De Cossio	Bureau of Fire Prevention	
Dale Carnes	Airport Division	
Shane Francisco	Homeland Security	
Raemona Williams	Division of Training	
Assistant Chiefs		
Kevin Burke	Division 2	
Kirk Richardson	Division 3	
Staff		
Clement Yeh	EMS Medical Director	
Jesusa Bushong	Human Resources	

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2. GENERAL PUBLIC COMMENT

Adrian Sims identified herself as one of the Directors of 798. She passed out a paper copy of a PowerPoint presentation entitled "SF Fire Department Fleet, where we are and where we need to be". She stated that its purpose was to educate civilians on how the rigs maneuver and perform in the city. She was concerned that there is a lot of incorrect information floating about, and she felt there needs to be clarification and documentation for people to reference.

Gary Masatani, retired deputy chief, introduced two of his colleagues from the Fire Velo Cycling Team, Jim Berklite and Dave Buchanan. He gave a brief history of the Velo Cycling Team and their partnership with the San Francisco Firefighters Cancer Foundation. They presented Chief Hayes-White with a framed plaque as a thank you for all the years she has committed to the Foundation.

Shon Bufford introduced himself as treasurer of Local 798. He thanked the Commission for their continued service and stated it was brought to their attention that the Commission would be addressing the Civil Grand Jury report. He added that he is hopeful that the dialogue continues with 798 and the United Employee groups and everyone else to continue to make sure that the citizens' needs are met, as well as the members of the Department.

3. RESOLUTION 2015-06 ***[Discussion and possible action]***
Discussion and possible action regarding proposed Resolution 2015-06, Recommending That the Fire Commission Accept the Donation from Firemen's Fund and their Parent Corporation, Allianz Global Corporation, of the 1855 Worth-Built Hand Pumped Fire Engine ("Empire"/"Broderick").

Commissioner Cleaveland moved to approve the Resolution. Commissioner Hardeman seconded. Motion to approve Resolution 2015-06 was unanimous.

Commission Secretary Maureen Conefrey read the resolution into the record.

Vice President Covington added that she thought it was a wonderful gift and announced that there would be official ceremonies on October 22, 2015 at 10:00 am. at Civic Center Plaza so that the first fire engine built in California will be officially accepted and admired.

4. APPROVAL OF THE MINUTES ***[Discussion and possible action]***
Discussion and possible action to approve meeting minutes.

a. Minutes from the Special Meeting of July 23, 2015
b. Minutes from the Regular Meeting of June 25, 2015
c. Minutes from the Regular Meeting of July 9, 2015

Commissioner Hardeman moved to approve the Minutes. Commissioner Cleaveland seconded. Motion to Adopt Minutes was unanimous.

There was no public comment.

5. FURTHER DISCUSSION AND POSSIBLE ACTION REGARDING AVAILABLE OPTIONS FOR TELEVISING FIRE COMMISSION MEETINGS AT CITY HALL [*Discussion and possible action*]

Commission Secretary gave an update from information she received regarding availability of hearing rooms. Room 400 was available the 1st and 2nd Fridays of the month from 8:00 am to 6:00 pm, 3rd Fridays 8:00 am to 12:00 pm, and 4th Fridays from 2:00 pm to 6:00 pm.

Commissioner Cleaveland stated that the Fire Commission should be a commission that is televised and should be held at City Hall where it is accessible to more of the public in San Francisco. He was disappointed that there were no more convenient options available but he is willing to make the sacrifice to a day and time that is not yet taken and formally move the meetings to City Hall. Commissioner Cleaveland also reminded everyone that they have already voted to move to City Hall, it is just a matter of when, what day and time He suggested going to the Mayor's office and taking a less important commission or board's time slot. He added that he was willing to approach the Mayor.

Commissioner Hardeman stated that the available time slots are very inappropriate for people that do attend the meetings and he would vote against any of the mentioned times. He added that he is not against televising the meetings, but 90 percent of the people who come to the meetings would not be able to make an 8:00 a.m. meeting and he also thinks it's an inconvenience for staff to have to change their schedules to be at City Hall at 8:00 am on a Monday or Tuesday morning.

Commissioner Nakajo does not have a problem with televising the meetings, but he does have a problem with Fridays. His other job, which is a non-profit organization often, has events on Fridays. He would be willing to work out whatever might be available on Mondays. He added that wants everyone to understand clearly that the intention of the Commission has always been to be transparent with information to the public. He added that he's not sure if this item has been budgeted into the last budget cycle, but if something could be worked out besides a Friday, he's be open to it.

Chief Hayes-White gave a brief over view on how she remembered Commission meetings always being on the 2nd and 4th Thursdays of the month, but one was in the morning and one in the evening to give members of the public an option of at least being able to come to one meeting a month.

Vice President Covington stated she thinks it is important to move to City Hall. She added that parking is not the only issue, but the cost of parking, which is prohibitive during day games at A T & T Park, and she thinks that is a deterrent to a civil engagement and there should be no barriers to our fellow citizens being able to access these discussions. She continued that if the citizens do not have the background information regarding matters that come before the Commission, then they do not have the knowledge base to make a decision for our Department. She thinks once anyone finds out what the challenges are, we usually get quite a bit of support and this is a way of making sure that citizens are kept abreast and informed about what challenges fact the Department.

There was no public comment.

6. DISCUSSION AND POSSIBLE ACTION TO MOVE THE OCTOBER 22, 2015 COMMISSION MEETING TO ANOTHER DATE [*Discussion and possible action*]

Commissioner Hardeman Moved to move the October 22, 2015 meeting to October 21, 2015 at 4:00 pm. Commissioner Cleaveland seconded. Motion to move the October 22, 2015 meeting to October 21, 2015 was unanimous.

There was no public comment.

7. DISCUSSION AND POSSIBLE ACTION REGARDING THE CIVIL GRAND JURY REPORT "WHAT DOES THE FUTURE HOLD?" {Discussion and possible action]

Vice President Covington continued the item. She added that she is waiting for additional information.

8. CHIEF OF DEPARTMENT'S REPORT *[Discussion]*

REPORT FROM CHIEF OF DEPARTMENT
Report on current issues, activities and events within the Department, including Fiscal Year 2015-2016 budget.

Chief Hayes-White stated that she took some time off since the last meeting and had some recreational time and some personal time with her family.

Chief Hayes-White acknowledged the great job CFO Corso did in shepherding the Department through a difficult budget process and now that they have been approved for additional funding, they are in the planning process for some of the positions that will come on board in October.

Chief Hayes-White was pleased to officially welcome and congratulate Daniel DeCossio as the new Fire Marshal. She added that he did a phenomenal job as the interim Fire Marshal for a few months. She also announced that Richard Brown will be assisting him as the newly created position of Assistant Fire Marshal. They both gave brief histories on their time with the Department.

Chief Hayes-White gave an update on the H-2 academy and thanked Assistant Deputy Chief Raemona Williams and all her staff that have been working around the clock getting ready for the 118th academy. She also thanked Jesusa Bushong who has assisted her in the selection process. She went on to give an update on the EMS 6. They brought in 42 new H-3 Level 1 EMT's into the Department in May and she added that is has definitely improved the ability to have an ambulance get on scene within the time requirements. She touched briefly on the EMS Division and the new 42 hour work week. She stated that its great for the Department and after speaking to some of the members over the last couple of weeks, they seem very excited about the new options and new schedule that will be forthcoming. She added that Chief Gonzalez would cover that in his report.

Chief Hayes-White stated that the H-33 paramedic captain exam is complete and they had 82 members participate in that process. They are waiting for the results from the Department of Human Resources and she expects those results in early fall. She added that they expect to administer the H-50 Assistant Chief exam late fall or early winter which will be open for permanently appointed battalion chiefs to participate in, and in early first quarter of 2016, they will be an H-30, Captains exam and that will be open for permanently appointed H-20 lieutenants to participate in.

Chief Hayes-White touched on the strike team deployments from the Department to help battle the busy wildland season. She added that the strike team leader for the Lake Berryessa area was Chief Tom Siragusa assisted by Captain Shayne Kaialoa and the team leader for the Rocky fire was Chief Siragusa assisted by Captain Pablo Siguenza. They also deployed an OES strike team that was led by Battalion Chief Rubenstein, and assisted by Battalion Chief Jose Velo. She reported that they were all back safe.

Chief Hayes-White talked about the 150th anniversary planning committee and acknowledged Vice President Covington for being front and center, and very helpful, not just in a supportive role but very much a hands on role. She also thanked Assistant Chief Dave Franklin who has agreed to co-chair the committee with Dave Ebarle from the Department of Emergency Management. She touched briefly on the first Strategic Planning Committee meeting and stated that those members were tasked with talking to four or five of their colleagues about what they would like to see in terms of what should be incorporated in a strategic plan. They have also reached out to the Employee Groups, to give them the opportunity to provide input in writing.

Chief Hayes-White talked about the $769, 992 Port Security Grant program the Department was awarded, to purchase a dive boat. The Department would have to come up with an additional $300,000. She added that Deputy Chief Guzman and Assistant Deputy Chief Francisco worked on putting that application together and they did a good job. She also mentioned they have refreshed their application for the SAFER Grant

(Staffing for Adequate Fire and Emergency Response) and are currently waiting to hear if it was granted.

Chief Hayes-White announced that the lawsuit arising out of the Asiana crash against the City and members of the Department has been dismissed. She added that it provides great closure and she was very proud of the members' response on that tragic day and that they should never lose sight of the phenomenal response to a catastrophic event that they trained for but nobody really expects to respond to in their career.

Chief Hayes-White touched upon the partnership with the American Heart Association and the Unified School district wherein every 9th grader will be taught hands only CPR. She acknowledged Lieutenant Aisha Krieger who has really taken this task on. She stated the other benefit in providing this training and support, is that they also bring out recruitment fliers to remind students that this a career that they should consider and this is how you become a firefighter, EMT or a paramedic.

Chief Hayes-White mentioned that they continue to have their voice heard related to Vision Zero. She added that there have been challenges at times, and the Department's response is being perceived as a pushback, but she is committed to working together with Vision Zero but is being realistic as to ongoing street improvement projects.

REPORT FROM OPERATIONS
Report on overall field operations, the Bureau of Fire Prevention & Investigation, Airport Division.

Chief Gonzalez presented his Operations report for the month of July. He stated there were two greater alarms during this period. Both were second alarms. The first was on July 20, 2015 at 3:13 am at 762-764 Union Street. A/Assistant Chief Taylor was the incident commander and he did a good job. There were no injuries and this cause of the fire is still under investigation. The second fire occurred on July 30, 2015 at 3:30 am. at 2306 Castro. A/Assistant Chief Richardson was the incident commander and he did a good job. There were no injuries and the cause of the fire is still under investigation.

Chief Gonzales stated that the Medic to Follow has decreased significantly. He also touched on the new scheduled for members of Station 49. He added that the H-8's are currently going through their preceptor training and he projects them to be out in the field in late September or early October.

Chief Gonzales touched on the high points of upcoming events, which included Outside Lands and Phantom of the Opera and their big pyrotechnics stunt that Lieutenant Hsieh is taking the lead on. Concerning community outreach, they have given away 27 smoke alarms at the Francis Episcopal Church and Plan Check is working on major projects now under review, including Candlestick Park, Moscone expansion project, Schlage Lock, Alice Griffith/Hunter's Point Residential Development and the Central Subway and Chinatown Station. He acknowledged the good work of Chief Shane Francisco and Chief Guzman regarding the upcoming NFL Superbowl and putting together the incident management team.

Commissioner Cleaveland congratulated Dan DeCossio and Richard Brown on their promotions. He also asked the Chief Hayes-White that when she is adding additional EMT's and paramedics, will she also being adding Advanced Life Support to the various fire stations. Chief Hayes-White answered that it absolutely will equate to expansion of the ALS capable engine. Commissioner Cleaveland touched briefly on the recommendations from the City Attorney regarding speeding up the discipline process and would like to see if they can come to some agreement with Local 798. He also inquired if there has been any movement on the cultural competency and awareness

training. Chief Hayes-White explained that they have revised and modified the curriculum and Jesusa Bushong explained those revisions. Commissioner Cleaveland thought it would be a good idea to run those revisions by the Human Rights Commission.

Commissioner Cleaveland asked if there was an update on Station 16. Chief Lombardi stated they have preliminary drawings for the modifications and it was in the hands of the architects and once that is complete, they will have a better handle on what the cost will be, but the project is moving forward. Commissioner Cleaveland recommended that the Department should consider running PSA on the history of the Department to gear up for next year's 150th Anniversary. Chief Hayes-White thought that is a great idea.

Commissioner Hardeman commented that if you turn the clock back 11 months ago and you could envision what was going to happen over the next 11 months is beyond remarkable. He is proud of the developments and progress the Department has made and added that it keeps getting better. He was also encouraged to see that there were no juvenile fire setters all summer. He also welcomed the new Fire Marshal and Assistant Fire Marshal.

Commissioner Nakajo acknowledged the Chief and all those involved in the successful accomplishment of the grants. He also welcomed both fire marshals. Commissioner Nakajo asked Fire Marshal DeCossio if he anticipated hiring more personal for Plan Check and Fire Marshal DeCossio answered, "Absolutely". They discussed the facility layout at Plan Check, and what their long-term options are, as there is limited space at the Mission Street site.

Commissioner Nakajo asked if there were 27 personnel hired as H-8. Chief Gonzales confirmed there were 27 H-8 hired and they are currently in the Academy. Chief Hayes-White added that they are considered miscellaneous employees, not sworn personnel. There was brief discussion on the 42 hour work week for Station 49.

Vice President Covington congratulated Fire Marshal DeCossio and Assistant Fire Marshal Brown as well as the Chief Hayes-White for the gorgeous certificate presented by the Fire Velo Cycling Club and Chiefs Guzman and Francisco for the good work on bringing home the dollars. She acknowledged Senator Boxer and Congresswomen Pelosi and Speier for constantly advocating for us and advocating for dollars.

Vice President Covington asked when the final version of the Civil Grand Jury response would be available. Chief Hayes-White stated her goal was to have it by the end of the month.

Vice President Covington described a fire she responded to that was started by a grill on a roof deck. She asked if there were guidelines for fire safety regarding roof decks. Fire Marshal DeCossio responded that a permit is required and it's reviewed through both Department of Building Inspection and the Fire Department. The biggest hurdle is that there needs to be a minimum of two exits off the roof. He said that most buildings that are 4 stories or more are required to have roof access by code and that a lot of people take advantage of that and go on the roof to barbecue or use it as a livable space. Vice President Covington suggested that the senior members of the Department should look into requiring a firewall between the existing roof and a new deck as she feels there is a proliferation of roof decks.

Public Comment: Member of the public spoke about the SAFER grant and wanted to point out that for veterans', it is funded for three years.

9. COMMUNICATIONS

Communications to Commission received between 7/24/15 and 8/7/15.

- Email from Michael Petrelis

Commissioner Cleaveland asked if there was written policy on the use of firehouse bathrooms by the public. Chief Gonzales confirmed that he was directed to write the policy and it states that the general public has always been welcome to use the restroom, and the policy was basically giving the company officers in the stations more direction as to the procedures we would like to use when directing the public into the restrooms. Chief Hayes-White confirmed that they have always allowed the public to use the restrooms in the common area in the ground floor. She added that we have put a lot of faith into our officers, and again to use their judgment, and she described a situation that arose where there was a member of the public that came in and used the restroom and was in there for an extensive period of time. When the person left, the bathroom was in complete disarray and there was what she would call, hazardous material that needed to be cleaned up. It is not a pleasant job for the person who has to clean up. Most of the other public facilities the City owns typically have a custodian.

There was no public comment.

10. AGENDA FOR NEXT FIRE COMMISSION MEETING ***[Discussion]***
Discussion regarding agenda for the August 27, 2015 regular meeting.

- Los Bomberos
- Firehouse bathroom policy for members of the public
- Update on SFGOV TV
- Discussion regarding Civil Grand Jury Report

There was no public comment.

11. ADJOURNMENT

Vice President Covington adjourned the meeting at approximately 6:23 PM in memory of Cal Firefighters that lost their lives last week.

SAN FRANCISCO FIRE COMMISSION

FIRE COMMISSION SPECIAL MEETING
August 27, 2015 – 2:30 PM
698 Second Street, Room 221, San Francisco, CA 94107

AGENDA

Item No.

1. ROLL CALL

President Andrea Evans
Vice President Francee Covington
Commissioner Stephen Nakajo
Commissioner Michael Hardeman
Commissioner Ken Cleaveland

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2. CASE NO. 2014-10: HEARING ON EMPLOYEE DISCIPLINE, INCLUDING COMMISSION DELIBERATIONS OR OTHER ACTION CONCERNING CHARGES FILED BY CHIEF OF DEPARTMENT AGAINST MEMBER, DATED NOVEMBER 12, 2014, FOR VIOLATIONS AS FOLLOWS:

- Section 3909 – False Reports
- Section 3919 – Proper Behavior
- Section 3921 – Inattention to Duty
- Section 3923 – Acts Detrimental to the Welfare of the Department

This case may be heard in Closed Session pursuant to Government Code Section 54957(b) and San Francisco Administrative Code Section 67.10(b).

a. Public Comment on Special Meeting Agenda Item; Possible Closed Session

Members of the public may comment on Agenda items that are scheduled for discussion or action. [Government Code §54954.3(a), Administrative Code §67.15(b)]

1. Public Comment on Agenda Item No. 2, including [*if there is a motion or request to go into Closed Session]* public comment on whether to go into Closed Session.

2. *If there has been a motion or request to go into Closed Session:* Vote on whether to hold Closed Session. ***[Action Item]***

b. Deliberations/Possible Action, Open or Closed Session

1. Deliberations, and possible action on Verified Complaint ***[Action Item]***

c. If Closed Session is held, reconvene in Open Session

1. Report on any action taken in Closed Session as specified in California Government Code Section 54957.1(a)(5) and San Francisco Administrative Code section 67.12(b)(4).

2. Vote to elect whether to disclose any or all discussions held in Closed Session, as specified in San Francisco Administrative Code Section 67.12(a). ***[Action Item]***

3. CONFERENCE WITH LEGAL COUNSEL

Pursuant to Government Code Section 54956.9 and Sections 67.8 and 67.10 of the Administrative Code, the commission will discuss with legal counsel anticipated litigation as defendant/respondent, involving Fire Commission Case No. 2014-09. This item may be heard in Closed Session pursuant to Government Code Section 545956.9 and San Francisco Administrative Code Section 67.10. ***[Discussion/Action Item]***

a. Public Comment on Special Meeting Agenda Item; Possible Closed Session

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1. Public Comment on Agenda Item No. 3, including [*if there is a motion or request to go into Closed Session]* public comment on whether to go into Closed Session.

2. *If there has been a motion or request to go into Closed Session:* Vote on whether to hold Closed Session. ***[Action Item]***

b. If Closed Session is held, reconvene in Open Session

1. Report on any action taken in Closed Session as specified in California Government Code Section 54957.1(a) and San Francisco Administrative Code section 67.12(b).

2. Vote to elect whether to disclose any or all discussions held in Closed Session, as specified in San Francisco Administrative Code Section 67.12(a). ***[Action Item]***

4. ADJOURNMENT

SAN FRANCISCO FIRE COMMISSION

NOTICE OF COMMISSION PROCEDURES

Commission Meeting Schedule and Location

The Fire Commission meets regularly on the 2nd and 4th Thursday of each month at Fire Department Headquarters, Room 102, 698 Second Street, San Francisco. The Commission does not meet the week after Thanksgiving or between December 24th and December 31st.

Commission Office

The Fire Commission Office is located at 698 Second Street, Room 220, San Francisco, CA 94107. The Fire Commission telephone number is (415) 558-3451; the fax number is (415) 558-3413. The web address is www.sfgov.org/fire_comm/. Office hours are from 8:30 a.m. to 5:00 p.m., Monday through Friday.

Language Access

Per the Language Access Ordinance (Chapter 91 of the San Francisco Administrative Code), Chinese, Spanish and or Filipino (Tagalog) interpreters will be available upon requests. Meeting Minutes may be translated, if requested, after they have been adopted by the Commission. Assistance in additional languages may be honored whenever possible. To request assistance with these services please contact the Commission Secretary at (415) 558-3451, or fire.commission@sfgov.org at least 48 hours in advance of the hearing. Late requests will be honored if possible.

Information on Disability Access

The Fire Commission meeting room is wheelchair accessible. The closest accessible MUNI lines serving the Commission's meeting location and Office are the 15 Third, 42 Downtown Loop, and N Judah (Second and King Streets stop). Additional lines serving this location are the 30 Stockton and 45 Union. For more information about MUNI accessible services, call (415) 923-6142.

To obtain a disability-related modification or accommodation, including auxiliary aids or services, to participate in the meeting, please contact the Commission Secretary at least two business days before the meeting at (415) 558-3451 to make arrangements. Late requests will be honored, if possible.

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SAN FRANCISCO FIRE COMMISSION

MINUTES FOR FIRE COMMISSION SPECIAL MEETING
August 27, 2015 – 2:30 PM
698 Second Street, Room 221, San Francisco, CA 94107

President Evans called the meeting to order at 2:31 PM.

Item No.

1. ROLL CALL

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President Andrea Evans
Vice President Francee Covington
Commissioner Stephen Nakajo
Commissioner Michael Hardeman
Commissioner Ken Cleaveland

Also Present:
Brad Russi, Deputy City Attorney, Government Team – Counsel to the Commission
Maureen Conefrey, Commission Secretary

2. CASE NO. 2014-10: HEARING ON EMPLOYEE DISCIPLINE, INCLUDING COMMISSION DELIBERATIONS OR OTHER ACTION CONCERNING CHARGES FILED BY CHIEF OF DEPARTMENT AGAINST MEMBER, DATED NOVEMBER 12, 2014, FOR VIOLATIONS AS FOLLOWS:

- Section 3909 – False Reports
- Section 3919 – Proper Behavior
- Section 3921 – Inattention to Duty
- Section 3923 – Acts Detrimental to the Welfare of the Department

This case may be heard in Closed Session pursuant to Government Code Section 54957(b) and San Francisco Administrative Code Section 67.10(b).

a. Public Comment on Special Meeting Agenda Item; Possible Closed Session

Members of the public may comment on Agenda items that are scheduled for discussion or action. [Government Code §54954.3(a), Administrative Code §67.15(b)]

1. Public Comment on Agenda Item No. 2, including [*if there is a motion or request to go into Closed Session]* public comment on whether to go into Closed Session.

President Evans called for public comment. No member of the public came forward and President Evans closed public comment.

2. *If there has been a motion or request to go into Closed Session:* Vote on whether to hold Closed Session. ***[Action Item]***

Commissioner Cleaveland Moved for a motion to hold deliberations in Closed Session. Commissioner Hardeman seconded, and the motion was unanimously approved. (5-0; Evans, Covington, Nakajo, Hardeman, Cleaveland)

b. Deliberations/Possible Action, Open or Closed Session

The Commission held deliberations in Closed Session at 2:33 p.m.

1. Deliberations, and possible action on Verified Complaint ***[Action Item]***

c. If Closed Session is held, reconvene in Open Session

1. Report on any action taken in Closed Session as specified in California Government Code Section 54957.1(a)(5) and San Francisco Administrative Code section 67.12(b)(4).

The Commission reconvened in Open Session to report action taken at 3:58 p.m.

The Commission upheld the charges of violating San Francisco Fire Department Rules and Regulations Section 3909 – False Reports; Section 3919 – Proper Behavior; Section 3921 – Inattention to Duty; and Section 3923 – Acts Detrimental to the Welfare of the Department; by unanimous vote (Ayes: Evans, Covington, Nakajo, Hardeman, Cleaveland)

Accordingly, the Commission voted to reduce the Chief's recommendation to a 15 day suspension, by a vote of 4-1 (Ayes: Evans, Covington, Nakajo, Cleaveland, Nays: Hardeman).

The Commission also recommends the Chief of Department instruct that Paramedic Soriano attend 16 hours of community service and 8 hours of retraining, to include EMS ethics, patient assessment and customer service and non-transport policy documentation.

2. Vote to elect whether to disclose any or all discussions held in Closed Session, as specified in San Francisco Administrative Code Section 67.12(a). ***[Action Item]***

Vice President Covington moved to not disclose discussions held in Closed Session. Commissioner Cleaveland seconded. The motion was unanimously approved. (Evans Covington, Nakajo, Hardeman, Cleaveland.)

There was no public comment

3. CONFERENCE WITH LEGAL COUNSEL

Pursuant to Government Code Section 54956.9 and Sections 67.8 and 67.10 of the Administrative Code, the commission will discuss with legal counsel anticipated litigation as defendant/respondent, involving Fire Commission Case No. 2014-09. This item may be heard in Closed Session pursuant to Government Code Section 545956.9 and San Francisco Administrative Code Section 67.10. ***[Discussion/Action Item]***

a. Public Comment on Special Meeting Agenda Item; Possible Closed Session

Members of the public may comment on Agenda items that are scheduled for discussion or action. [Government Code §54954.3(a), Administrative Code §67.15(b)]

1. Public Comment on Agenda Item No. 3, including [*if there is a motion or request to go into Closed Session]* public comment on whether to go into Closed Session.

President Evans called for public comment. No member of the public came forward and President Evans closed public comment.

2. *If there has been a motion or request to go into Closed Session:* Vote on whether to hold Closed Session. ***[Action Item]***

Commissioner Hardmean Moved for a motion to hold conference in Closed Session. Commissioner Hardeman seconded, and the motion was unanimously approved. (5-0; Evans, Covington, Nakajo, Hardeman, Cleaveland)

The Commission went into Closed Session at 4:01 p.m.

b. If Closed Session is held, reconvene in Open Session

1. Report on any action taken in Closed Session as specified in California Government Code Section 54957.1(a) and San Francisco Administrative Code section 67.12(b).

The Commission reconvened in Open Session at 4:07 p.m.

2. Vote to elect whether to disclose any or all discussions held in Closed Session, as specified in San Francisco Administrative Code Section 67.12(a). ***[Action Item]***

Vice President Covington moved to not disclose discussions held in Closed Session. Commissioner Hardeman seconded. The motion was unanimously approved. (Evans Covington, Nakajo, Hardeman, Cleaveland.)

There was no public comment

4. ADJOURNMENT

President Evans adjourned the meeting at 4:07 p.m.

SAN FRANCISCO FIRE COMMISSION

Fire Commission Regular Meeting
Thursday, August 27, 2015 - 4:00 p.m.
698 Second Street, Room 102 ■ San Francisco ■ California ■ 94107

AGENDA

Item No.

1. ROLL CALL

President	Andrea Evans
Vice President	Francee Covington
Commissioner	Stephen A. Nakajo
Commissioner	Michael Hardeman
Commissioner	Ken Cleaveland
Chief of Department	Joanne Hayes-White

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2. PUBLIC COMMENT

Members of the public may address the Commission for up to three minutes on any matter within the Commission's jurisdiction and does not appear on the agenda. Speakers shall address their remarks to the Commission as a whole and not to individual Commissioners or Department personnel. Commissioners are not to enter into debate or discussion with a speaker. The lack of a response by the Commissioners or Department personnel does not necessarily constitute agreement with or support of statements made during public comment.

3. PRESENTATION FROM SFFD EMPLOYEE GROUP LOS BOMBEROS *[Discussion]*
Presentation and update from SFFD Employee Group Los Bomberos including mission trips to Nicaragua

4. RESOLUTION 2015-07 *[Discussion and possible action]*
Resolution recommending that the Fire Commission accept the donation from Fireman's Fund Insurance Company and Allianz Global Risks US Insurance Company Marketed As Allianz Global Corporate & Specialty North America, of the 1855 Worth-Built Hand Pumped Fire Engine ("Empire"/"Broderick")

5. APPROVAL OF THE MINUTES *[Discussion and possible action]*
Discussion and possible action to approve meeting minutes.

a. Minutes from the Regular Meeting on July 23, 2015.

6. DISCUSSION AND POSSIBLE ACTION REGARDING THE CIVIL GRAND JURY REPORT, "WHAT DOES THE FUTURE HOLD?" [Discussion and possible action]

7. DISCUSSION ON POLICY FOR FIRE STATION RESTROOMS AND USE BY MEMBERS OF THE PUBLIC *[Discussion]*

8. CHIEF OF DEPARTMENT'S REPORT *[Discussion]*

REPORT FROM CHIEF OF DEPARTMENT

Report on current issues, activities and events within the Department, including Fiscal Year 2015-2016 budgets.

REPORT FROM ADMINISTRATION

Report on the Administrative Divisions, Fleet and Facility status, Finance and Support Services within the Department.

9. AGENDA FOR NEXT FIRE COMMISSION MEETING *[Discussion]*

Discussion regarding agenda for the September 10 , 2015 regular meeting.

10. ADJOURNMENT

SAN FRANCISCO FIRE COMMISSION

NOTICE OF COMMISSION PROCEDURES

Commission Meeting Schedule and Location

The Fire Commission meets regularly on the 2nd and 4th Thursday of each month at Fire Department Headquarters, Room 102, 698 Second Street, San Francisco. The Commission is scheduled to meet the first and third Thursday's in November and December, 2015.

Commission Office

The Fire Commission Office is located at 698 Second Street, Room 220, San Francisco, CA 94107. The Fire Commission telephone number is (415) 558-3451; the fax number is (415) 558-3413. The web address is www.sfgov.org/fire_comm/. Office hours are from 8:30 a.m. to 5:00 p.m., Monday through Friday.

Language Access

Per the Language Access Ordinance (Chapter 91 of the San Francisco Administrative Code), Chinese, Spanish and or Filipino (Tagalog) interpreters will be available upon requests. Meeting Minutes may be translated, if requested, after they have been adopted by the Commission. Assistance in additional languages may be honored whenever possible. To request assistance with these services please contact the Commission Secretary at (415) 558-3451, or fire.commission@sfgov.org at least 48 hours in advance of the hearing. Late requests will be honored if possible.

Information on Disability Access

The Fire Commission meeting room is wheelchair accessible. The closest accessible MUNI lines serving the Commission's meeting location and Office are the 15 Third, 42 Downtown Loop, and N Judah (Second and King Streets stop). Additional lines serving this location are the 30 Stockton and 45 Union. For more information about MUNI accessible services, call (415) 923-6142.

To obtain a disability-related modification or accommodation, including auxiliary aids or services, to participate in the meeting, please contact the Commission Secretary at least two business days before the meeting at (415) 558-3451 to make arrangements. Late requests will be honored, if possible.

To assist the City's efforts to accommodate persons with severe allergies, environmental illnesses, multiple chemical sensitivity or related disabilities, attendees at public meetings are reminded that other attendees may be sensitive to various chemical based products. Please help the City to accommodate these individuals.

Policy on use of Cell Phones, Pagers and Similar Sound-Producing Electronic

Devices at and During Public Meetings

The ringing and use of cell phones, pagers and similar sound-producing electronic devices are prohibited at Fire Commission meetings. Please be advised that the Chair may order the removal from the meeting room of any person(s) responsible for the ringing or use of a cell phone, pager, or other similar sound-producing electronic device.

Documents for Public Inspection

Documents referred to in this agenda, if not otherwise exempt from disclosure, are available for public inspection and copying at the Fire Commission Office. If any materials related to an item on this agenda are distributed to the Fire Commission after distribution of the agenda packet, those materials, if not otherwise exempt from disclosure, are also available for public inspection at the Fire Commission Office, 698 Second Street, room 220, San Francisco, during normal office hours.

Know Your Rights Under The Sunshine Ordinance
(Chapter 67 of the San Francisco Administrative Code)

Government's duty is to serve the public, reaching its decisions in full view of the public. Commissions, boards, councils and other agencies of the City and County exist to conduct the people's business. This ordinance assures that deliberations are conducted before the people and that City operations are open to the people's review. For more information on your rights under the sunshine ordinance or to report a violation of the ordinance, contact the sunshine ordinance task force. You may contact the current Sunshine Ordinance Task Force Administrator, Frank Darby, Jr., as follows: Sunshine Ordinance Task Force, City Hall, Room 244, 1 Dr. Carlton B. Goodlett Place, San Francisco, CA 94102-4689, Phone: (415) 554-7724, Fax: (415) 554-5784, E-mail: sotf@sfgov.org. Copies of the Sunshine Ordinance can be obtained from the Clerk of the Sunshine Task Force, the San Francisco Public Library and on the City's Web site at http://www.sfgov.org.

San Francisco Lobbyist Ordinance

Individuals and entities that influence or attempt to influence local policy or administrative action may be required by the San Francisco Lobbyist Ordinance (San Francisco Campaign and Governmental Conduct Code sections 2.100 – 2.160) to register and report lobbying activity. For more information about the Lobbyist Ordinance, please contact the Ethics Commission at 30 Van Ness Avenue, Suite 3900, San Francisco, CA 94102, telephone (415) 581-2300, fax (415) 581-2317 and Web site: http://www.sfgov.org/ethics/.

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SAN FRANCISCO FIRE COMMISSION

FIRE COMMISSION REGULAR MEETING
MINUTES
Thursday, August 27, 2015 – 4:00 p.m.
698 Second Street, Room 102

The audio recording has been uploaded to the FC Website at:
http://sanfrancisco.granicus.com/MediaPlayer.php?view_id=133&clip_id=23587

President Evans called the meeting to order at 4:17 PM.

1. ROLL CALL

Commission President	Andrea Evans	Present
Commission Vice President	Francee Covington	Present
Commissioner	Stephen Nakajo	Present
Commissioner	Michael Hardeman	Present
Commissioner	Ken Cleaveland	Present
Chief of Department	Joanne Hayes-White	Present

Mark Gonzales	Deputy Chief – Operations
Ray Guzman	Deputy Chief – Administration
Jeff Myers	EMS
Dale Carnes	Airport Division
Ken Lombardi	Support Services
Shane Francisco	Homeland Security
Richard Brown	Bureau of Fire Prevention
Raemona Williams	Division of Training
Assistant Chiefs	
Robert Postel	Division 2
Tom Siragusa	Division 3
Staff	
Mark Corso	CFO

2. PUBLIC COMMENT

There was no public comment.

3. PRESENTATION FROM SFFD EMPLOYEE GROUP LOS BOMBEROS
[Discussion]
Presentation and update from SFFD Employee Group Los Bomberos including mission trips to Nicaragua.

Firefighter Elias, the President of Los Bomberos, presented before the Commission promoting their group and their mission. He introduced David Crespin, Robert Wilkins, Lester Lesavoy and Ramon Barreto, all members of Los Bomberos. Firefighter Elias stated that the group started about eight years ago, when three firefighters from San Francisco went to visit Nicaragua. While in Nicaragua, they visited a fire station and saw how poor their equipment was. It was

after that visit that they did a bit of brainstorming and realized that a lot of the SFFD equipment gets decommissioned after a certain amount of time. They started collecting those items, such as turnouts, helmets, boots, etc, and partnered up with a non-profit organization called ERSLA (Emergency Response Services for Latin America), to get these items to them. He added that they have also provided training on first aid and trauma assessment. He acknowledged Local 798 for the donations they have provided. Lester Lesavoy continued with the presentation by providing pictures from previous trips to Nicaragua. He described Nicaragua as the second poorest country in the Western Hemisphere and it is the largest country in Central America with the least population. He added that they also work with firefighters and other emergency personnel from other countries to create customized beginning, intermediate and advanced training programs that they can share with the firefighters of Nicaragua. Firefighter Elias concluded by thanking the Chief and the Command Staff for accommodating their schedules, so they are able to take time off to travel to Nicaragua.

President Nakajo thanked them for their presentation and stated how proud he was that they were representing the Department on this particular project. He added that he was grateful that they are showing the visibility of Los Bomberos and he definitely supports them in their endeavors.

Vice President Covington thanked them for their presentation and for their big hearts. She was amazed at how a small seed like this can grow into and is growing into a big Oak Tree. It has such a ripple effect throughout the whole of Nicaragua. Vice President Covington was happy to hear that Local 798 donated $10,000.00. She also mentioned that it was good to know that the decommissioned ambulances may wind up in Nicaragua.

Commissioner Cleaveland stated that what they are doing speaks right to his heart. He added that as a former Peace Corps volunteer in India he can tell that what they are doing will reverberate through the generations down there and that is really the best face for America, because you are not just giving them something, you are teaching them how to use what you give to them. He thinks that is so important. He congratulated them for putting in time and heart into the effort. He added that they will always remember the experiences and they will come away with a feeling that they got more than what they have received.

Commissioner Hardeman stated he was proud of what Los Bomberos has been doing in Nicaragua and that they have remembered their roots. He thanked them for their wonderful presentation.

President Evans thanked them for what they are doing. She added that she realizes that they do this on their own time and she thinks it is wonderful. She would like to see them get more attention and would like to see it included in the annual report when we talk about things that the Fire Department does for the community. She added that the Commission believes that they can set up a meeting to brainstorm, regarding possible funding.

4. RESOLUTION 2015-07 ***[Discussion and possible action]***

Resolution recommending that the Fire Commission accept the donation from Fireman's Fund Insurance Company and Allianz Global Risks US Insurance Company Marketed As Allianz Global Corporate & Specialty North America, of the 1855 Worth-Built Hand Pumped Fire Engine ("Empire"/"Broderick")

Commission Vice President Covington Moved to approve the Resolution. Commissioner Cleaveland Seconded. Motion to approve Resolution 2015-07 was unanimous.

There was no public comment.

5. APPROVAL OF THE MINUTES *[Discussion and possible action]*
Discussion and possible action to approve meeting minutes.

a. Minutes from the Regular Meeting on July 23, 2015.

Commissioner Hardeman Moved to approve the Minutes. Commissioner Nakajo Seconded. Motion to approve above Minutes was unanimous.

There was no public comment.

6. DISCUSSION AND POSSIBLE ACTION REGARDING THE CIVIL GRAND JURY REPORT, "WHAT DOES THE FUTURE HOLD?" {Discussion and possible action]

Vice President Covington asked when the Chief anticipates sending the Department's responses to the Grand Jury. Chief Hayes-White stated her goal was to have it sometime next week.

Commissioner Nakajo stated he thought it was important that we have a timely response to the Civil Grand Jury report because it shows the public that we are responsive and thorough in answering the various recommendations. He asked Chief Hayes-White who the point of information on the administrative staff was, assigned to work on the Grand Jury Report response. Chief Hayes-White responded that it was a collective effort in terms of input, but the final preparer of the draft is Jesusa Bushong, with a lot of input from Mark Corso and Jesus Mora.

President Evans asked if they knew when this item would be scheduled to go before the Board of Supervisors. Mark Corso answered that he thought it would be scheduled for mid to late September, to be heard before the Government Audit and Oversight Committee.

There was brief discussion on maintaining the training facility on Treasure Island. President Evans stated that we need to be very active in trying to come up with an alternative sooner rather than later, if Treasure Island is not going to be a permanent home for the training facility.

Vice President Covington Moved to submit the Commissions portion of the response to the Grand Jury. Commissioner Cleaveland seconded. The motion to submit response was unanimous.

There was no public comment.

7. DISCUSSION ON POLICY FOR FIRE STATION RESTROOMS AND USE BY MEMBERS OF THE PUBLIC *[Discussion]*

Vice President Covington stated that she wanted it to be part of the record that this policy was in place long before someone decided to run for Mayor brought it up. She stated that this is not a result of public comment here in these Chambers.

Vice President Covington stated that the Fire Department has made a long-standing commitment to the citizens of the City and County of San Francisco. Vice President Covington mentioned that according to the information presented by the Deputy Chief of Operations, the hours stated for restroom use are from 0900 hours to 1800 hours, but according to Article 3950 gives different hours. Deputy Chief Gonzalez agreed that there were two different times. He mentioned that there is a distinction between the differences and that the first hours refer to visitors of the Firefighters and scheduled schools that visit the firehouse whereas Article 3950 refers to the

general public who come to the firehouse with the sole purpose of using the restroom. Vice President Covington also wanted to clarify her support for the policy to give SFFD discretion as to whom they let into their home. Deputy Chief Gonzalez clarified that the public has always been welcome to use the restroom but the policy gives SFFD more discretion and emphasizes safety to the citizens and the firefighters.

Chief Hayes-White added that they are monitoring it very closely. She stated that she appreciates Vice President Covington's concern for discretion. Vice President Covington stated that she would like to revisit this issue in six months.

President Evans agreed with Vice President Covington that it is an issue that can be revisited in six months. She also agreed that signage is not necessary stating public restroom hours. Commissioner Cleaveland stated that it might be useful to have a statement on the Fire Department's website stating the policy regarding public restroom access.

8. CHIEF OF DEPARTMENT'S REPORT *[Discussion]*

REPORT FROM CHIEF OF DEPARTMENT

Report on current issues, activities and events within the Department, including Fiscal Year 2015-2016 budgets.

Chief Hayes-White's report covered the period following the meeting on August 13, 2015.

Budget:

Chief Hayes-White stated that she has tasked Mark Corso with developing a matrix for the new positions that are coming out and where the Department is in terms of funding and hiring.

Chief Hayes-White stated that the 118th Academy Class started on Monday with 40 members. She stated that there was a large range of candidates in terms of age, background, and work experience. She added that the class of 40 will be joined by 16 members from Station 49 making it a class of 56. She added that they are planning for a class in January as well. Chief Hayes-White thanked the Division of Training for their flexibility and for all of their hard work. Chief Hayes-White mentioned that the SAFER Grant gives the Department the opportunity to insert another class at the end of the January class and before the August class.

Chief Hayes-White stated in regards to the EMS Division, she and the Deputies met the raters. She stated that there are about 15 raters who came to rate the H-33 exam that was held in June and July. 82 members took the H-33 Exam.

Chief Hayes- White believes that the H-8 process is working well. There were initially 28 candidates and it is now down to 22. Chief Hayes- White acknowledged the Division of Training, Chief Myers and Chief Gonzalez for working out the details with DHR and local 798.

With regards to Station 49, there have been improvements to the facility making the environment as comfortable as can be until SFFD has their own dedicated EMS Division, hopefully through a health bond. Chief Hayes- White clarified that Chief Lombardi is the Project Manager. Chief Lombardi confirmed that he was the Project Manager and that the health bond is still scheduled for June of 2016. The target is $40,000,000 for the facility. Chief Hayes-White opened up the possibility for one of the Commissioner to assist and participate in any ongoing discussion related to the project.

Chief Hayes-White stated that she will be meeting with Kate Howard regarding the number of improvements throughout the year relating to the ambulance working group, along with mapping the course for the future, and providing data that shows that the investment was worthwhile.

Chief Hayes-White mentioned that Dr. Yeh has been working with the DPH with the restoration of EMS-6, formally known as Home Team. By using creative solutions, for example, by placing a nurse at the Next Door Shelter the department was able to reduce calls to one location by 50%.

Chief Hayes- White stated that they were receiving roughly 80 calls per month to a homeless shelter, the Next Door Shelter. She added that by placing a nurse at this location, who could decipher between 9-1-1 medical emergencies and all other issues, ultimately reduced the emergency response time by 50%, freeing SFFD for more critical emergencies.

As reported in the last meeting the SAFER Grant, $8.2 million, is being used to fund 36 additional firefighters as well as the new Marine vessel of about three quarters of a million dollars.

Chief Hayes- White announced the Department of Homeland Security 2014 Assistance to Firefighters Grant in the amount of another roughly three quarter of a million dollars for another five ambulances. Chief Hayes-White reported that it has been a good year for SFFD. Chief Hayes-White would broach the subject of getting better funding for fleet and street design at her meeting with the budget director next week.

The DHR is planning to administer an H-50 Assistant Chiefs Exam followed by an H-30 Captain's Exam. Chief Hayes-White stated that both of those eligibility lists have expired. Chief Hayes-White pointed out that for the Assistant Chief's Exam, all candidates need to have the minimum qualification of incumbency or permanency in the battalion chief's rank. The captain's exam requires that candidates hold a rank of an H-20 Lieutenant.

The 150th Anniversary of the Department will be next year. Chief Hayes-White stated that they have had a couple of committee meetings.

Regarding the Strategic Planning Committee, Chief Hayes-White has asked those members to canvass four or five of their colleagues to gain interest in what the strategic plan should entail.

The department is continuing to meet with MTA regarding street design issues. The City Attorney's office has been involved regarding the streets width. There are a lot of ongoing discussions regarding the reconfiguration of streets and how emergency vehicles can maneuver around the new street configurations. Internally we are looking into options for making our rigs smaller.

Chief Hayes-White stated that she forgot to mention that there has been a lot of work with DHR and Local 798 regarding a new schedule for the members working at Station 49. The schedule which will be a 42 hour work week, is to take effect on September 26th. She stated that 80% will be three days on and three days off. 10% will be three days on and four days off. The remaining 10% will have a 10 hour schedule.

Chief Hayes- White asked Chief Siragusa to talk about the busy fire season. Chief Siragusa stated that they have had 5 strike team deployments so far this fire season. Chief Siragusa stated that SFFD is prepared with equipment and training and have the personnel to be able to deploy. Chief Hayes-White concluded her report.

Commissioner Cleaveland asked Chief Hayes-White to speak about current language training for candidates in the Academy. Chief Hayes- White responded that the department does not currently teach or provide lessons in foreign languages, but stated that there are many foreign language speakers in the class. Chief Hayes-White also mentioned that at the end of the Academy, all employee groups have the chance to talk to the class about their group.

Commissioner Cleaveland also wanted to point out his interest in the 40 million dollar bond for the new EMS Headquarters, and wanted to inquire about a final report. Chief Hayes-White responded that there was a report issued in January 2015 from the workgroup, but there would be an update from what came in January. Commissioner Cleaveland pointed out that the Commission and the Mayor's Office need to be aware and working together regarding this issue.

Vice President Covington asked Chief Hayes-White to reiterate who is on the grant writing team.

Chief Hayes-White responded that the grants are under the Administration Division Deputy Chief Guzman, Homeland Security Chief Shane Francisco and Mark Corso.

Vice President Covington asked Chief Hayes-White how many times a year she anticipates that the fleet committee would get together. Chief Hayes-White responded that she would have further details after her meeting with the Mayor's Budget Office, but she expects to come up with a long-term plan so meetings do not need to happen frequently during a given year.

Vice President Covington suggested that there be a Home Team Presentation during the second meeting in September.

Vice President Covington asked Chief Hayes-White how the conversations with MTA were going regarding the reconfiguration of 2nd Street. Chief Hayes-White responded that she believes that plans were being finalized.

Vice President Covington asked Chief Siragusa how many strike team leaders there were and if SFFD was in danger of running out of leaders. Chief Siragusa responded stating that there are three leaders, but they also train new leaders when they go out on deployments. Chief Siragusa explained that he does not believe that they are in danger of running out of Strike Team Leaders.

Commissioner Hardeman pointed out how wonderful it was to get notice of the five new ambulances the day after the last meeting. Commissioner Hardeman also recognized Chief Franklin in his good work for putting out the Riptide Fire on 47th and Taraval. He wanted to point out how many people were commenting about the fleet and the engines at that fire, he noted how this is a good year to be putting together the fleet committee.

President Evans suggested that a presentation regarding the EMS-6 Committee should be postponed until the EMS-6 is up and running. President Evans mentioned that she was hoping that former Commissioner Paul Conroy would come back to help Chief Lombardi work on the fleet replacement plan. President Evans stated that if Paul Conroy was not available, she would be willing to sit on that committee. She also noted how important it is to work with the Mayor's Office to open opportunity for success.

President Evans asked Chief Hayes-White if there would be a role for members in regards to hiring outside consultants for the upcoming Assistant Chief's exam. Chief Hayes-White responded that DHR is in charge of contracting consultants. President Evans suggested that there be as much transparency as possible when it comes to the promotion process.

President Evans asked Chief Hayes-White about the timetable of the upcoming Academy Classes. Chief Hayes-White responded that they will probably get the list for the January class in October. She explained that some of the candidates who did not make the most recent class, will be front loaded into the January class. The rest of the spots will be open to the most recent applicant pool. Chief Hayes- White confirmed that Chief Williams is going to chair the recruitment committee. President Evans suggested putting the testing dates and other useful recruitment information onto the Fire Departments Website, in an attempt to be as transparent and fair as possible.

President Evans asked Chief Gonzalez to elaborate on ideas to reduce drive times to Station 49. Chief Gonzalez explained that they have cache houses available where there is stock available for the ambulances to go to. He explained that he has delegated the project to Assistant Deputy Chief Myers and acting Section Chief Molloy. President Evans suggested that it would be helpful if the ambulances did not have to go back to Station 49 each time they needed to restock.

President Evans mentioned if SFFD accounts for the hours that the strike team members spend out on strike teams, or is the data only what is done within city limits. Chief Hayes-White responded that they have that information, but as of right now, it is not incorporated into the

stats. President Evans suggested that they track these statistics to demonstrate the continuing importance of suppression, even though residential fires are decreasing.

REPORT FROM ADMINISTRATION
Report on the Administrative Divisions, Fleet and Facility status, Finance and Support Services within the Department.

Chief Guzman stated the Support Services continues to manage many of the ESER projects, some of which are Focus Scope, roof, window, mechanical, and exterior envelope projects. Chief Guzman stated that all of those projects are complete.

Chief Guzman stated that shower construction is in progress at Station 13, 26, 38, 40, and 41. The emergency generator project at Station 17 is expected to be completed by the end of next month. The plans for Station 16 are moving forward, and they are anticipating the start of that project to be late spring 2016. Station 5's design is complete and they are starting on the construction documents.

Chief Guzman reiterated that the 118th Academy Class started and mentioned that Chief Williams and her staff did a good job getting ready for the 17-week academy. He stated that 40 members off of the NTN list were taken. He mentioned that the first two weeks of the Academy are EMS curriculum, week three starts the fire suppression curriculum for the remainder of the 17 weeks.

Chief Guzman stated that H-8 training started on July 20th. Chief Guzman mentioned all of the components needed to complete the course. He mentioned that they started with 28 candidates and are now down to 22. Four of the members were hired by other agencies and two did not meet the minimum standards of the department.

Chief Guzman mentioned that live fire training continues out on Treasure Island every Wednesday.

Chief Guzman also mentioned that the Division of Homeland Security, run by Chief Francisco, is very busy preparing for Superbowl 50 and preparing for Fleet Week in early October.

Chief Guzman noted that there was an Urban Shield exercise on September 12th and 13th.

Investigative Services Bureau conducted 28 random drug and alcohol tests this reporting period, 10 of which were conducted on either nights or weekends. All results were negative.

Chief Guzman gave an update on the Fire Boat, which is being painted. He stated that once the project is complete it will be a huge milestone.

Chief Guzman concluded his report by giving recognition to Chief Siragusa who was working up at the Rocky Fire.

Commissioner Nakajo acknowledged Chief Siragusa and the strike team. Commissioner Nakajo also acknowledged Mr. Corso and Chief Francisco with their hard work on the Grants. Commissioner Nakajo stated that it is important to clearly get out the information regarding how candidates are evaluated so everyone has a fair chance.

There was no public comment

9. AGENDA FOR NEXT FIRE COMMISSION MEETING *[Discussion]*
Discussion regarding agenda for the September 10 , 2015 regular meeting.

- Presentation from Michael McDowell on History of Meritorious Awards

- Cultural Awareness Training
- Approval of FEMA Grant

10. ADJOURNMENT

President Evans adjourned the meeting in memory of Cal Fire members Michael Hallenbeck, David Ruhl and President Evans' mother, Cecilia Evans at 6:25.

SAN FRANCISCO FIRE COMMISSION

FIRE COMMISSION SPECIAL MEETING
September 10, 2015 – 2:30 PM
698 Second Street, Room 221, San Francisco, CA 94107

AGENDA

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Item No.

1. ROLL CALL

Commissioner Michael Hardeman, Hearing Officer
President Andrea Evans
Vice President Francee Covington
Commissioner Stephen Nakajo
Commissioner Ken Cleaveland

2. CASE NO. 2015-01: COMMISSION DELIBERATIONS ON PROPOSED FINDINGS OF FACT, AND POSSIBLE APPROVAL OF FINDINGS OF FACT REGARDING COMMISSION'S DECISION ON EMPLOYEE SUSPENSION APPEAL *[Action item]*

In accordance with Article 40, Section 4005 of the Rules and Regulations, employee has appealed a 4-day suspension for violation of the Rules and Regulations as follows:

- Section 2817 – Reports
- Section 3919 – Proper Behavior
- Section 3920 – Unacceptable Language

At a Special Meeting of the Fire Commission on July 23, 2015, regarding the above-noted matter, following the evidentiary hearing, the Commission deliberated and decided the member's appeal of a four-day suspension previously imposed by the Chief of Department in the above-noted matter.

The Commission voted to uphold the Chief's recommendation of a 4-day suspension by a unanimous vote of Commissioners present. (4-0; Evans, Covington, Nakajo, Hardeman).

The Commission is now considering proposed Findings of Fact in relation to that decision.

This case may be heard in Closed Session pursuant to Government Code Section 54957(b) and San Francisco Administrative Code Section 67.10(b).

A. Public Comment on Special Meeting Agenda Item; Possible Closed Session

Members of the public may comment on Agenda items No. 2, including the proposed Findings of Fact and whether to consider the matter in Closed Session. [Government Code §54954.3(a), Administrative Code §67.15(b)]

B. Vote on Closed Session:

1. Vote on whether to conduct deliberations on proposed Findings of Fact in Closed Session. ***[Action]***

C. Deliberations and Possible Action

1. Deliberations and possible action on proposed Findings of Fact (in Open or Closed Session, per the Commission's vote). ***[Action]***

D. If Closed Session is held, reconvene in Open Session

1. Report on any action taken in Closed Session as specified in California Government Code Section 54957.1(a)(5) and San Francisco Administrative Code section 67.12(b)(4).

2. Vote to elect whether to disclose any or all discussions held in Closed Session, as specified in San Francisco Administrative Code Section 67.12(a). ***[Action]***

3. ADJOURNMENT

SAN FRANCISCO FIRE COMMISSION

NOTICE OF COMMISSION PROCEDURES

Commission Meeting Schedule and Location

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Commission Office

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Know Your Rights Under The Sunshine Ordinance
(Chapter 67 of the San Francisco Administrative Code)

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SAN FRANCISCO FIRE COMMISSION

MINUTES OF FIRE COMMISSION SPECIAL MEETING
September 10, 2015 – 2:30 PM
698 Second Street, Room 221, San Francisco, CA 94107

President Evans called the meeting to order at 3:10 PM.

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Item No.

1. ROLL CALL

Commissioner Michael Hardeman, Hearing Officer
President Andrea Evans
Vice President Francee Covington
Commissioner Stephen Nakajo
Commissioner Ken Cleaveland

Also Present:
Brad Russi, Deputy City Attorney, Government Team – Counsel to the Commission
Maureen Conefrey, Commission Secretary

2. CASE NO. 2015-01: COMMISSION DELIBERATIONS ON PROPOSED FINDINGS OF FACT, AND POSSIBLE APPROVAL OF FINDINGS OF FACT REGARDING COMMISSION'S DECISION ON EMPLOYEE SUSPENSION APPEAL *[Action item]*

In accordance with Article 40, Section 4005 of the Rules and Regulations, employee has appealed a 4-day suspension for violation of the Rules and Regulations as follows:

- Section 2817 – Reports
- Section 3919 – Proper Behavior
- Section 3920 – Unacceptable Language

At a Special Meeting of the Fire Commission on July 23, 2015, regarding the above-noted matter, following the evidentiary hearing, the Commission deliberated and decided the member's appeal of a four-day suspension previously imposed by the Chief of Department in the above-noted matter.

The Commission voted to uphold the Chief's recommendation of a 4-day suspension by a unanimous vote of Commissioners present. (4-0; Evans, Covington, Nakajo, Hardeman).

The Commission is now considering proposed Findings of Fact in relation to that decision.

This case may be heard in Closed Session pursuant to Government Code Section 54957(b) and San Francisco Administrative Code Section 67.10(b).

A. Public Comment on Special Meeting Agenda Item; Possible Closed Session

Members of the public may comment on Agenda items No. 2, including the proposed Findings of Fact and whether to consider the matter in Closed Session. [Government Code §54954.3(a), Administrative Code §67.15(b)]

President Evans called for public comment. No member of the public came forward and President Evans closed public comment.

B. Vote on Closed Session:

1. Vote on whether to conduct deliberations on proposed Findings of Fact in Closed Session. ***[Action]***

Vice President Covington Moved for a motion to hold deliberations in Closed Session. Commissioner Hardeman seconded, and the motion was unanimously approved. (5-0; Evans, Covington, Nakajo, Hardeman, Cleaveland)

The Commission held deliberations in Closed Session at 3:12 p.m.

C. Deliberations and Possible Action

1. Deliberations and possible action on proposed Findings of Fact (in Open or Closed Session, per the Commission's vote). ***[Action]***

The Commission reconvened in Open Session to report action taken at 3:20 p.m.

Action Taken:
By unanimous vote of 5-0, the Commission adopted the proposed Findings of Fact as presented by Counsel for the Department. The Findings will be finalized by Counsel for the Commission, working with the Commission Secretary, and issued to the parties. The Commission is also requesting that the Chief report back in two months with an update on Item 19 in the Findings of Fact.

There was no public comment.

D. If Closed Session is held, reconvene in Open Session

1. Report on any action taken in Closed Session as specified in California Government Code Section 54957.1(a)(5) and San Francisco Administrative Code section 67.12(b)(4).

2. Vote to elect whether to disclose any or all discussions held in Closed Session, as specified in San Francisco Administrative Code Section 67.12(a). ***[Action]***

Vice President Covington Moved for a motion to not disclose discussions held in Closed Session. Commissioner Cleaveland seconded, and the motion was unanimously approved. (5-0; Evans, Covington, Nakajo, Hardeman Cleaveland)

There was no public comment

3. ADJOURNMENT

President Evans adjourned the meeting at 3:20 p.m.

SAN FRANCISCO FIRE COMMISSION

Fire Commission Regular Meeting
Thursday, September 2015 - 4:00 p.m.

698 Second Street, Room 102 ■ San Francisco ■ California ■ 94107

AGENDA

Item No.

1. ROLL CALL

President	Andrea Evans
Vice President	Francee Covington
Commissioner	Stephen A. Nakajo
Commissioner	Michael Hardeman
Commissioner	Ken Cleaveland
Chief of Department	Joanne Hayes-White

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2. GENERAL PUBLIC COMMENT

Members of the public may address the Commission for up to three minutes on any matter within the Commission's jurisdiction and does not appear on the agenda. Speakers shall address their remarks to the Commission as a whole and not to individual Commissioners or Department personnel. Commissioners are not to enter into debate or discussion with a speaker. The lack of a response by the Commissioners or Department personnel does not necessarily constitute agreement with or support of statements made during public comment.

3. APPROVAL OF THE MINUTES *[Discussion and possible action]*
Discussion and possible action to approve meeting minutes.

a. Minutes from the Regular Meeting of August 13, 2015
b. Minutes from the Special Meeting of August 27, 2015

4. PRESENTATION ON HISTORY OF MERITORIOUS AWARDS
Presentation on the history of Departmental Meritorious Awards by Mr. Michael McDowell

5. RESOLUTION 2015-08 *[Discussion and possible action]*
Discussion and possible action to approve Resolution 2015-08, recommending that the Board of Supervisors authorize the San Francisco Fire Department to accept and expend a 2014 FEMA Assistance to Firefighters Grant in the amount of $780,664 to purchase five new ambulances.

6. FURTHER DISCUSSION AND POSSIBLE ACTION REGARDING AVAILABLE OPTIONS FOR TELEVISING FIRE COMMISSION MEETINGS AT CITY HALL
[*Discussion and possible action*]
Available dates and times:

- **Room 400:**
  1st and 2nd Fridays 8:00 AM – 6:00 PM.
  3rd Fridays 8:00 AM – 12:00 PM
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- **Room 416:**
  1st Fridays 1:00 PM – 6:00 PM
  3rd Fridays 1:00 PM – 6:00 PM
  1st and 3rd Mondays – 8:00AM – 1:15PM.

7. CHIEF OF DEPARTMENT'S REPORT *[Discussion]*

REPORT FROM CHIEF OF DEPARTMENT
Report on current issues, activities and events within the Department, including Fiscal Year 2015-2016 budget.

REPORT FROM OPERATIONS
Report on overall field operations, the Bureau of Fire Prevention & Investigation, Airport Division.

8. COMMUNICATIONS
Communications to Commission received between 8/8/15 and 9/3/15.

- Email from Dian Traisci-Marandola dated September 3, 2015

9. AGENDA FOR NEXT FIRE COMMISSION MEETING *[Discussion]*
Discussion regarding agenda for the September 24, 2015 regular meeting.

10. ADJOURNMENT

SAN FRANCISCO FIRE COMMISSION

NOTICE OF COMMISSION PROCEDURES

Commission Meeting Schedule and Location

The Fire Commission meets regularly on the 2nd and 4th Thursday of each month at Fire Department Headquarters, Room 102, 698 Second Street, San Francisco. The Commission is scheduled to meet the first and third Thursday's in November and December, 2015.

Commission Office

The Fire Commission Office is located at 698 Second Street, Room 220, San Francisco, CA 94107. The Fire Commission telephone number is (415) 558-3451; the fax number is (415) 558-3413. The web address is www.sfgov.org/fire_comm/. Office hours are from 8:30 a.m. to 5:00 p.m., Monday through Friday.

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SAN FRANCISCO FIRE COMMISSION

FIRE COMMISSION REGULAR MEETING
MINUTES
Thursday, SEPTEMBER 10 2015 – 4:00 p.m.
698 Second Street, Room 102

The audio files have been uploaded onto the Fire Commission Website at:
http://sanfrancisco.granicus.com/MediaPlayer.php?view_id=133&clip_id=23632

President Andrea Evans called the meeting to order at 4:11 PM

1. ROLL CALL

Commission President	Andrea Evans	Present (left at 5:35)
Commission Vice President	Francee Covington	Present
Commissioner	Stephen Nakajo	Present
Commissioner	Michael Hardeman	Present
Commissioner	Ken Cleaveland	Present
Chief of Department	Joanne Hayes-White	Present

Mark Gonzales	Deputy Chief – Operations
Jeff Myers	EMS
Ken Lombardi	Support Services
Raemona Williams	Division of Training
Assistant Chiefs	
Kevin Burke	Division 2
Denise Newman	Division 3
Staff	
Clement Yeh	EMS Medical Director
Mark Corso	CFO

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2. GENERAL PUBLIC COMMENT

Mr. Kloster spoke regarding his employment with the SFFD and how he has been discriminated against, and wanted to know why he is not working and why the Commission and Administration have done nothing to help him get his job back.

3. APPROVAL OF THE MINUTES *[Discussion and possible action]*

Discussion and possible action to approve meeting minutes.

a. Minutes from the Regular Meeting of August 13, 2015
b. Minutes from the Special Meeting of August 27, 2015

Commissioner Hardeman moved to approve the Minutes. Commissioner Nakajo seconded. Motion to Adopt Minutes was unanimous.

There was no public comment.

4. PRESENTATION ON HISTORY OF MERITORIOUS AWARDS

Presentation on the history of Departmental Meritorious Awards by Mr. Michael McDowell.

Chief Hayes-White introduced Mr. McDowell and stated that he is a true historian of the Department and he has done a lot to reserve the rich history and tradition of the Department.

Mr. McDowell's presentation is attached:

http://sf-fire.org/modules/showdocument.aspx?documentid=4129

He concluded by stating that the presentation is dedicated to those members who gave their lives so that others may live.

Commissioner Nakajo thanked Mr. McDowell for this presentation and his historical reference and thought the Department is very fortunate to have him as a Department historian. Mr. McDowell gave a brief description on his professional background. He also stated that he works with the Guardians of the City and he finds researching the history of the SFFD very satisfying and enjoyable.

Commissioner Cleaveland thanked Mr. McDowell for his presentation. He asked when the last time medals were awarded. Mr. McDowell stated that Chief Hayes-White has been instrumental in bringing the medals back to the Department. Prior to her appointment, a medal had not been presented since the 1989 earthquake. Chief Hayes-White acknowledged that they try to have the award ceremonies every other year. Commissioner Cleaveland asked who selects the recipients. Chief Hayes-White explained that there is a Meritorious Committee, which currently consists of five members, including Chief Kevin Burke. Commissioner Cleaveland thanked Mr. McDowell for keeping and maintaining the history of the awards and for Chief Hayes-White for bringing it back on a regular basis, and he thinks when firefighters do heroic things, they need to be recognized for those actions. Commissioner Cleaveland stated he would like to see a bit of the history of the medal endowments, including the PowerPoint on the Website, opening it up to the general public so that they can realize we have real heroes within the San Francisco Fire Department. Chief Hayes-White confirmed there was something on the website but that it might be worth revisiting and possibly updating.

Commissioner Hardeman thanked Mr. McDowell for his presentation and commented that the firefighters are ordinary people doing extraordinary things.

Vice President Covington thanked Mr. McDowell for his presentation and complimented him on the antique book he brought with him. She noted that it goes back to the late 1800's and includes lots of Fire Commission meeting notes. She also thanked him for all of his research, tenacity and his passion doing this work.

President Evans also thanked Mr. McDowell for his presentation. She too was fascinated by it. She asked if there was an update to the book. Mr. McDowell explained that there are two volumes and until the 1940's, they actually did a description of each act and starting in the 1950's they would just enter a name. He added that he's been working with the Department to actually retroactively enter names with the actual description of the act of

merit. President Evans stated she thought that would be great as we look forward to the 150th anniversary to have and remember all the work and amazing acts that have been recorded. She also stated her desire to have the meritorious award ceremony done before the end of the year.

5. RESOLUTION 2015-08 ***[Discussion and possible action]***
Discussion and possible action to approve Resolution 2015-08, recommending that the Board of Supervisors authorize the San Francisco Fire Department to accept and expend a 2014 FEMA Assistance to Firefighters Grant in the amount of $780,664 to purchase five new ambulances.

Resolution 2015-08 is attached: http://sf-fire.org/modules/showdocument.aspx?documentid=4125

Mark Corso gave a brief overview of Resolution 2015-08.

Commission Vice President Covington moved to approve the Resolution. Commissioner Cleaveland seconded. Motion to approve Resolution 2015-08 was unanimous.

Commission Secretary Maureen Conefrey read the resolution into the record.

There was no public comment.

6. FURTHER DISCUSSION AND POSSIBLE ACTION REGARDING AVAILABLE OPTIONS FOR TELEVISING FIRE COMMISSION MEETINGS AT CITY HALL
[*Discussion and possible action*]
Available dates and times:

- **Room 400:**
  1st and 2nd Fridays 8:00 AM – 6:00 PM.
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  1st Fridays 1:00 PM – 6:00 PM
  3rd Fridays 1:00 PM – 6:00 PM
  1st and 3rd Mondays – 8:00 AM – 1:15 PM.

SF GOV TV provided a matrix with the current schedule of equipped rooms at City Hall. Most time slots are already taken by other City Commissions and Boards. President Evans explained the options that City Hall has available for televising the commission meetings. She stated that right now, the windows that are available, are Monday mornings, which are not convenient to members of the public to get to if they are working and Friday afternoons, which are also not the most convenient.

Commissioner Cleaveland thought the matrix was complicated and thought some of the spots were taken by commissions, committees or boards that may not actually be televised. He thought maybe we could check to see if any of them were willing to move to a different room in City Hall and perhaps free up a room that has AV capability for the Fire Commission. He added that the Fire Commission meetings need to be televised to have the public aware and able to participate and understand what is going on with the Fire Department.

Commissioner Nakajo suggested revisiting this issue after he and the other Commissioners had time to decipher the matrix more.

President Evans continued the matter to the second meeting in September.

There was no public comment.

7. **CHIEF OF DEPARTMENT'S REPORT** ***[Discussion]***

REPORT FROM CHIEF OF DEPARTMENT
Report on current issues, activities and events within the Department, including Fiscal Year 2015-2016 budget.

Chief Hayes-White report covered the period following the meeting on August 13, 2015.

She stated that the 2014-2015 budget is closing out successfully, and she thanked Mark Corso for his work in doing that. She added that Mr. Corso, with the help of Jesusa Bushong has created a matrix for all the positions that have been received in this year's budget. The are in the process of identifying and prioritizing the hiring process.

She touched on the 118th academy class that got underway with 40 recruits on August 24 and graduation is expected for December 18, 2015. They were joined yesterday by 17 members from Station 49. She acknowledged Assistant Deputy Chief Raemona Williams and her training staff for working with so many recruits.

Chief Hayes-White announced that they are awaiting the eligible list for the H-33 Rescue Captain. That exam was administered over the summer and approximately 82 members took the exam. She stated that they are making good progress on the roll out of the EMS-6 program.

Chief Hayes-White touched on the health bond for 2016, which the City has earmarked and agreed to about a 45 million dollar project.

Chief Hayes-White stated that although in 2009 they came up with an apparatus replacement, the City has not been able to fund it. She added that it is challenging to purchase fire apparatus. She also touched briefly on the plans and progress for the 150 Anniversary celebration and the continuing development of the strategic plan.

Chief Hayes-White suggested closing the meeting tonight in honor and memory of those who gave their live on 9/11/01 and invited the Commissioners to join her and the Mayor at Station 7 to commemorate and acknowledge those who gave their lives on that day in 2001.

Chief Hayes-White touched briefly on their commitment to Vision Zero, but stated that they are also very cognizant of the fact that it is becoming more difficult for the apparatus to get from point A to point B. Because seconds count in an emergency, she added that they need to be realistic in their approach, as it relates to how streets are redesigned and developed.

Chief Hayes-White mentioned that she was meeting with DEM as well as Rec and Park at the Government Audits and Oversight Committee to discuss the dangers of brush fires and grass fires in areas of the City, including Golden Gate Park, McLaren Park, Mount Sutro, etc.

Chief Hayes-White explained that she and her assistant, Kelly Alves would be creating a quarterly bulletin with publishing software they were able to purchase. She mentioned that she would welcome any suggestions, ideas, or recommendations and she thought it was another avenue to enhance the ability to communicate with members of the Department.

Commissioner Cleaveland thanked Chief Hayes-White for her comprehensive and impressive report. He asked if there has been an agreement reached with Local 798 concerning the H-8 per diem program. Chief Gonzales answered that they have reached a verbal agreement and that their lawyer was still looking at the final version.

Commissioner Cleaveland stated he was shocked to find out that the firehouses around the City do not have wifi and suggested the need to upgrade the communication system. He went on to ask about the vacant position in Planning. Chief Hayes-White said she has someone in mind and hopefully that position will be filled by next month. He concluded by complimenting the Chief and her assistant Kelly for working on the bulletin. He thinks it's critical that members of the Fire Department get a regular report on what the administration is doing.

Commissioner Nakajo thanked the Chief for her report and asked for clarification on the Ambulance Working Group. Chief Hayes-White explained that there were issues that were tackled last year as a work group, including getting the response times to be improved for the ambulance transport times and they made good headway with the increase in staffing. They also made progress with how they are tracking and reporting the data in conjunction with the private providers as well as DEM. She gave an example of the drop-in shelter at 1001 Polk Street, where they had about 80 calls a month, and most of the time, the 9-1-1-service was not needed, it was another service that was needed, so DPH was requested to post a higher level medical person there and the calls have dropped in half. This was all accomplished through the Working Group Committee meetings.

President Evans announced that she needed to leave early. She noted that it sounds as though there is a draft fleet replacement plan that Chief Lombardi and Mark Corso have been working on and that she would love to take a look at it and be involved in finalizing it. She added that former Commissioner Paul Conroy and she worked on one previously and she would be interested to see how it is modified.

President Evans asked if there was a schedule of the Urban Shield exercises that are to take place over the weekend. Chief Hayes-White answered that there was a schedule of upcoming events and she would provide the detailed bulletin to her. (President Evans excused herself from the meeting at approximately 5:35 pm)

Commissioner Hardeman stated that he supported the relaxed dress code for members during the heat wave.

There was no public comment.

REPORT FROM OPERATIONS
Report on overall field operations, the Bureau of Fire Prevention & Investigation, Airport Division.

Chief Gonzales reported for the month of August.

There were three second alarms. The first one was located at 3639 Taraval Street, involving the Riptide Bar, which was gutted. Assistant Chief Franklin was the incident commander. The second one was located at a residential homecare facility at 628 Shotwell. Assistant Chief Franklin was also the incident commander at this fire. The cause of the fire is listed as unintentional. The third second alarm was at 1053 Clayton Street. Assistant Chief Burke was the incident commander. This involved a three-story residential building. He added that all the firefighters are very aggressive and they do an excellent job.

Chief Gonzales touched on the EMS Division. He acknowledged Jesus Mora and Rob Neuneker for all their hard work putting together the schedules on the computer and the

assignment office tasks. He added that the ambulance inspections were scheduled for August 24th through August 26th and LESMA did those inspections and all of the units passed.

With regards to the H-8's, he is expecting to have 21 at the end of the month ready to start per diems. He acknowledged Chief Lombardi for getting their uniforms and Assistant Deputy Chief Myers for helping with the process.

Chief Gonzales acknowledged Assistant Deputy Chief Dan DeCossio of BFI for doing a great job trying to address the backlog of incomplete investigation reports.

Commissioner Hardeman congratulated Chief Gonzales for the good work he has done in the last couple of months.

Vice President Covington asked Chief Gonzales if anyone was evacuated from the second alarm on Clayton Street. Chief Burke confirmed that no one was evacuated.

Vice President Covington asked Chief Carnes if NERT is at the Airport. Chief Carnes answered they do not have NERT at the Airport. Vice President Covington suggested that it might be worth to look into people who work at the airport and would like to be NERT trained so there is a complement to the trained firefighters and EMT's that are out there. Chief Hayes-White stated she would be happy to talk to Director John Martin who oversees the Airport Personnel to see if he would be interested in NERT training.

Vice President Covington voiced her concern that people outside of the Department do not seem to understand that while there may be apparatus that are smaller, it does not mean they are a good fit for San Francisco. She added that the apparatus needs to get up hills and other challenges in the City and they need a certain size apparatus. She asked how the public can be actively educated on this issue. Chief Hayes-White stated that Chief Lombardi and his staff have put together a good presentation related to not just the size of the apparatus, but the horsepower and emission standards.

Commissioner Nakajo asked for clarification on the H-8's. Chief Gonzales explained that they finished their first component of training which included 27 hours of video modules. They had a week of didactic in class and they are currently doing their preceptor training and should be done at the end of September, early October when they hit the streets. Further discussion ensued pertaining this issue between the H-8's and the private ambulance companies.

Commissioner Nakajo inquired as to how many recruits they anticipate for the January 2016 academy. Chief Hayes-White answered 54. She added that because of the SAFER grant, which is a federally funded grant that will pay for 36 firefighters for two years; she will be modifying the schedule, to add this class, which means she might have to push the August class back a bit. The ultimate goal of hiring is to reduce the mandatory overtime. With the addition to having more staffing, it should help the current members. There was brief discussion on attrition and retirement in terms of the number of sworn members and Proposition F.

There was no public comment.

8. COMMUNICATIONS

Communications to Commission received between 8/8/15 and 9/3/15.

- Email from Dian Traisci-Marandola dated September 3, 2015

There was no public comment.

9. AGENDA FOR NEXT FIRE COMMISSION MEETING ***[Discussion]***
Discussion regarding agenda for the September 24, 2015 regular meeting.

- Presentation on developments at Bayview Hunters Point
- Progress on Reform disciplinary appeal process
- SFGOV TV

There was no public comment.

7. ADJOURNMENT

Vice President Covington adjourned the meeting at 6:15 in honor of the 343 Fire Department New York firefighters who gave their lives while attempting to save others on September 11th.

SAN FRANCISCO FIRE COMMISSION

Fire Commission Special Meeting
Thursday, September 24, 2015 - 3:00 p.m.

698 Second Street, Room 221 ■ San Francisco ■ California ■ 94107

AGENDA

Item No.

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1. ROLL CALL

President	Andrea Evans
Vice President	Francee Covington
Commissioner	Stephen A. Nakajo
Commissioner	Michael Hardeman
Commissioner	Ken Cleaveland

2. CLOSED SESSION: PUBLIC EMPLOYEE PERFORMANCE EVALUATION OF CHIEF JOANNE HAYES-WHITE ***[Discussion and Possible Action]]***

A. Public comment on all matters pertaining to the potential closed session.

B. Vote on decision whether to go into closed session.

C. Joanne Hayes-White, Chief of the Fire Department
Pursuant to Admin. Code section 67.10(b); Govt. Code section 54957(b), Govt. Code section 54957.1(a)(5), the Commission may hold a closed session to discuss the evaluation of the Chief (Discussion).

D Vote on whether to disclose discussions if held in Closed Session per Administrative Code §67.12(a).

3. ADJOURNMENT

SAN FRANCISCO FIRE COMMISSION

NOTICE OF COMMISSION PROCEDURES

Commission Meeting Schedule and Location

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Know Your Rights Under The Sunshine Ordinance
(Chapter 67 of the San Francisco Administrative Code)

Government's duty is to serve the public, reaching its decisions in full view of the public. Commissions, boards, councils and other agencies of the City and County exist to conduct the people's business. This ordinance assures that deliberations are conducted before the people and that City operations are open to the people's review. For more information on your rights under the sunshine ordinance or to report a violation of the ordinance, contact the sunshine ordinance task force. You may contact the current Sunshine Ordinance Task Force Administrator, Frank Darby, Jr., as follows: Sunshine Ordinance Task Force, City Hall, Room 244, 1 Dr. Carlton B. Goodlett Place, San Francisco, CA 94102-4689, Phone: (415) 554-7724, Fax: (415) 554-5784, E-mail: sotf@sfgov.org. Copies of the Sunshine Ordinance can be obtained from the Clerk of the Sunshine Task Force, the San Francisco Public Library and on the City's Web site at http://www.sfgov.org.

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SAN FRANCISCO FIRE COMMISSION

MINUTES FROM Fire Commission Special Meeting
Thursday, September 24, 2015 - 3:00 p.m.

698 Second Street, Room 221 ■ San Francisco ■ California ■ 94107

Item No.

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1. ROLL CALL

President	Andrea Evans
Vice President	Francee Covington
Commissioner	Stephen A. Nakajo
Commissioner	Michael Hardeman
Commissioner	Ken Cleaveland

2. CLOSED SESSION: PUBLIC EMPLOYEE PERFORMANCE EVALUATION OF CHIEF JOANNE HAYES-WHITE *[Discussion and Possible Action]*

A. Public comment on all matters pertaining to the potential closed session.

President Evans called for public comment. No member of the public came forward and President Evans closed public comment.

President Evans called for a motion to hold Item 2 in Closed Session. Commission Vice President Covington so Moved. Commissioner Hardeman Seconded and the motion was unanimously approved.

Closed session commenced at 3:13 p.m.

B. Vote on decision whether to go into closed session.

C. Joanne Hayes-White, Chief of the Fire Department
Pursuant to Admin. Code section 67.10(b); Govt. Code section 54957(b), Govt. Code section 54957.1(a)(5), the Commission may hold a closed session to discuss the evaluation of the Chief (Discussion).

D Vote on whether to disclose discussions if held in Closed Session per Administrative Code §67.12(a).

The Commission reconvened in Open Session at 4:02 p.m.

Commission Vice President Covington moved to not disclose discussions held in Closed Session. Commissioner Cleaveland seconded. The motion was unanimously approved.

3. ADJOURNMENT

The meeting was adjourned at 4:02 PM

SAN FRANCISCO FIRE COMMISSION

Fire Commission Regular Meeting
Thursday, September 24, 2015 - 4:00 p.m.
698 Second Street, Room 102 ■ San Francisco ■ California ■ 94107

AGENDA

Item No.

1. ROLL CALL

President	Andrea Evans
Vice President	Francee Covington
Commissioner	Stephen A. Nakajo
Commissioner	Michael Hardeman
Commissioner	Ken Cleaveland
Chief of Department	Joanne Hayes-White

2. PUBLIC COMMENT

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3. APPROVAL OF THE MINUTES *[Discussion and possible action]*
Discussion and possible action to approve meeting minutes.

- **a.** Minutes from the Regular Meeting on August 27, 2015.
- **b.** Minutes from the Special Meeting on September 10, 2015

4. CHIEF OF DEPARTMENT'S REPORT *[Discussion]*
REPORT FROM CHIEF OF DEPARTMENT
Report on current issues, activities and events within the Department, including Fiscal Year 2015-2016 budgets.

REPORT FROM ADMINISTRATION
Report on the Administrative Divisions, Fleet and Facility status, Finance and Support Services within the Department.

5. FURTHER DISCUSSION AND POSSIBLE ACTION REGARDING AVAILABLE OPTIONS FOR TELEVISING FIRE COMMISSION MEETINGS AT CITY HALL [*Discussion and possible action*]

6. AGENDA FOR NEXT FIRE COMMISSION MEETING *[Discussion]*
Discussion regarding agenda for the October 8 , 2015 regular meeting.

7. ADJOURNMENT

SAN FRANCISCO FIRE COMMISSION

NOTICE OF COMMISSION PROCEDURES

Commission Meeting Schedule and Location

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SAN FRANCISCO FIRE COMMISSION

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FIRE COMMISSION REGULAR MEETING
MINUTES
Thursday, September 24, 2015 – 4:00 p.m.
698 Second Street, Room 102

The audio recording has been uploaded to the FC Website at:
http://sanfrancisco.granicus.com/MediaPlayer.php?view_id=133&clip_id=23795

President Evans called the meeting to order at 4:11 PM.

1. ROLL CALL

Commission President	Andrea Evans	Present
Commission Vice President	Francee Covington	Present
Commissioner	Stephen Nakajo	Present
Commissioner	Michael Hardeman	Present
Commissioner	Ken Cleaveland	Present
Chief of Department	Joanne Hayes-White	Present

Ray Guzman	Deputy Chief – Administration
Dale Carnes	Airport Division
Ken Lombardi	Support Services
Shane Francisco	Homeland Security
Richard Brown	Bureau of Fire Prevention
Raemona Williams	Division of Training
Assistant Chiefs	
Lorrie Kalos	Division 2
Dave Franklin	Division 3
Staff	
Mark Corso	CFO
Jesusa Bushong	Personnel Officer

2. PUBLIC COMMENT

President Evans stated that public comment is open for everyone including members of the department if they feel that they would like to make public comment this evening.

The following individuals spoke during public comment:

Tom Siragusa, Assistant Chief with over 33 year of service spoke about his experience as the Department's Operation Area Coordinator and representative for the State of California's Mutual Aid System. He provided a time line to the Commissioners (http://www.sf-fire.org/modules/showdocument.aspx?documentid=4165.. He went on to express his disappointment and embarrassment of the Department's decision to not send a strike team to the Valley Fire. He concluded by apologizing for the Department's leaderships failure to provide assistance to the residents of Lake County and that the rank and file was more than ready, willing, capable, and able to respond.

Bob Postel, Assistant Chief, speaking as a private citizen stated that it needs to be clearly stated, the five engines that were already deployed were not from our regular fleet and had zero impact on the Department's daily staffing or operations. He added that for far too long, members of this administration, as well as others, have demonstrated a condescending attitude of superiority and isolation towards the rest of the California Fire Service. He concluded by stating we are part of this mutual aid agreement and it is beyond time to recognize and embrace our role, capabilities, and obligations outside of San Francisco when significant events occur, especially if we expect the same in return.

Battalion Chief Brian Rubenstein stated that it is his hope that the Commission will consider making an inquiry into what happened in the failure to respond to the call for help and provide direction to the Chief in the future when these tragedies occur with our neighbors.

Battalion Chief Jose Velo, a member of the Fire Department for 21 years, stated that he's currently the co-chair of the Mutual Aid Committee. He mentioned he felt the Department failed to respond in a moment when help was desperately needed. He added that his goal in making public comment today, is to make sure that it doesn't happen again, and when the next call comes, we're ready to respond.

Lt. Shon Buford, resident of San Francisco, member of the Department and United Employees Group, asked the Commission to truly listen to the messages and comments that come before them. He added that he thinks it's another example of disconnect between the current administration and the men and women who actually do the job.

Battalion Chief Tom Abbott, resident of San Francisco and employee of the Fire Department stated that he thought it was shameful that the Department did not send a team to the Valley Fire. He went on to explain what should have been done, what has been done in the past, and concluded that in this instance, the Department should have responded.

Mark Johnson, Battalion Chief of the Department stated he agreed with what the other speakers have said. He went on to offer examples of when other agencies came to the aid of SFFD and argued that we should be prepared to do the same thing for them.

Tom O'Connor, San Francisco Battalion Chief and President of the San Francisco Firefighters Local 798 described the historic Commission meeting of nearly one year ago wherein the Union cited their concerns regarding the level of service to San Francisco. He criticized the administration for not having a strategic plan, a fleet that is in adequate shape and lack of preparedness to send extra resources to help our neighbors. He continued to emphasize deficiencies he sees in the Department and concluded by stating it's time for the next generation of San Francisco firefighters to take the helm and lead this institution.

Shayne Kaialoa, Captain in the Department said his goal was to shed some light on the mutual aid system. He added that the Department and supervisors should look into our policy of mutual aid, and make sure it works better within the system. He concluded by stating if the Department had sent people to the Valley fire he thinks they could have made a difference.

Captain John Darmanin also spoke of his concerns with the lack of response for mutual aid. He stated it doesn't set a good example when we don't respond to the call for mutual aid and when they are there for us, we need to be there for them.

3. APPROVAL OF THE MINUTES ***[Discussion and possible action]***
Discussion and possible action to approve meeting minutes.

- **a.** Minutes from the Regular Meeting on August 27, 2015.
- **b.** Minutes from the Special Meeting on September 10, 2015

Commissioner Cleaveland Moved to approve the Minutes. Commissioner Hardeman Seconded. Motion to approve above Minutes was unanimous.

There was no public comment.

4. CHIEF OF DEPARTMENT'S REPORT ***[Discussion]***
REPORT FROM CHIEF OF DEPARTMENT
Report on current issues, activities and events within the Department, including Fiscal Year 2015-2016 budgets.

Chief Hayes-White's report covered the period following the meeting on September 10, 2015. She commented on the difficult decision she had regarding the deployment of apparatus both to the Butte fire and the Valley fire. She added that the Department did not turn their back on obligations they have to the State. She described the following scenario is from the audio recording which can be found on the Commission website:

On September 11th we deployed 26 members to the Butte fire and six apparatus. One is a State funded apparatus. The other five were formerly State apparatus which we purchased. Since July we have sent 91 members throughout the state on five deployments. We take that obligation very seriously.

We also take the obligation to protect the property and citizens here in San Francisco. I've said it before, this week it was, a damned if you do, damned if you don't situation. Our heart goes out to those that have lost lives and property in Lake County. I understand many of our members have property in that area, have friends in that area. We made the decision which deviated from a plan that was agreed upon last year by the Wildland Committee to send yet another engine, a seventh engine from our fleet to the Valley fire.

We wish we could have sent more but I felt it was not operationally prudent to do so. Also under a mandate that many of the members that spoke tonight, supported Proposition F which mandates minimum staffing of rigs, equipment and personnel in the Department. And so for those reasons and in conjunction with members of my command staff, including members of the division that oversees all of our equipment, I did make the decision to not send as many rigs as we would have liked to.

We explored all the alternatives. We looked at the rigs that we had at the Airport. Personnel was not an issue. I personally offered during a conference call on September 13th, to send members to the Valley fire via our vans at the Division of Training, or if we needed to, to get a Muni bus. I also made the same offer on Monday to Chief Kim Higueras who is the State Fire and Rescue Chief.

I personally spoke with him and made that offer. He was appreciative of our efforts to the Butte fire and all we were doing at that event. On Wednesday when the Butte fire strike team was told that they were no longer needed at the Butte fire they were originally redeployed to the Valley fire. We did have one engine that after being on the lines for the Butte fire had a mechanical issue so there was a delay in getting demobilized.

My understanding is the State then canceled and sent us home. We originally redeployed to the Valley fire last Wednesday. Given the delay of four or five hours, we were then sent home because I think there was a change in the weather pattern.

I also, heard loud and clear 90 miles. 90 miles is not 90 minutes. It might be 90 minutes from Petaluma but it's not 90 minutes from San Francisco. It's a good two and a half to three hour trip on a good day.

As you know, we're seismically vulnerable. We have a heavy call volume in this city and I was not willing to take that chance, to take that risk and also deviate from a proposition of mandatory staffing that our own firefighters lobbied heavily for.

I believe it was the right thing to do and I stand by that minimum staffing requirement. I think I would have received equal criticism if I made that decision and God forbid something happened here in the City which we were not able to apply all of our resources to.

One of the things that I think will come of this, and hopefully this is a good illustration, is the need to have additional equipment to put on the rigs and in the rigs themselves. The problem and the push back that we get is that an apparatus, an engine company, an engine unit is about $850,000, and then you have to put equipment on it and then it needs to be maintained and housed.

Commissioner Cleaveland asked if Chief Hayes-White thought Prop F is in fact in conflict with out mutual aid agreements. Chief Hayes-White stated she thought it binds the Department somewhat. Commissioner Cleaveland suggested making changes to Prop F in some way to allow for the Department to respond to crisis like these.

Commissioner Nakajo stated he appreciated the information that Chief Hayes-White provided to the Commission in terms of reasoning and justifications. He also appreciated the member of the audience who came this evening to voice their opinion and concerns. He expressed his concerns of the Department's need for more apparatus. He suggested that his concerns call for more discussion on mutual aid and how the department should respond.

Vice President Covington stated how difficult it has been to hear the comments this evening. She added that she would take it on faith, that everyone who works for the Department, including Chief Hayes-White has the best interest of the Department, the City, neighboring counties and State. She also suggested that a deep conversation is needed about this issue to avoid a reoccurrence in the future. She continued that if Prop F binds our hands, we should look at ways in which we can unbind them, because we cannot say no again. She added that everybody wants to help and we need to solve this problem and solve it quickly.

President Evans stated that she thinks that reasonable people can disagree on the Chief's decision as to whether or not it was appropriate for the City of San Francisco. She added that what she doesn't find reasonable is that the Department does not have the apparatus to help when people need it and it amazes her that a city the size of San Francisco and our resources aren't equipped to help neighboring counties. She added that she is tired of throwing our hands up in the air and saying the mayor's not going to give us the money so there's nothing we can do. She added that there has to be a way forward and we have to be able to help. She concluded by saying that this Department cannot continue in this kind of manner where we're not adequately resourced.

Chief Hayes-White continued with her report. She touched on the ambulance work group, fleet replacement plan, 150th Anniversary plan and the Strategic Planning committee. She acknowledged the many members of the Department, specifically Assistant Deputy Chief Shane Francisco for putting on an incredible Urban Shield event drill and Marine drill. She stated that they participated with the Police Department and BOMA in an exercise at the Ferry Building. Chief Hayes-White stated that she met with the United Fire Service Women and the NERT Board during this reporting period.

Chief Hayes-White acknowledged the good work of Assistant Deputy Chief, Lombardi, Captain Rivera, and Assistant Deputy Chief Myers on the decommissioned front line MTA buses that were donated to us by MTA to be utilized in the event of a large scale emergency, multi casualty incident. She went on to describe them.

REPORT FROM ADMINISTRATION

Report on the Administrative Divisions, Fleet and Facility status, Finance and Support Services within the Department.

Chief Guzman reported for the month of September, 2015.

Chief Guzman stated that Support Services continues to manage the many ESER projects. Station 16 is on track to submit for a building permit in October with an anticipated start of construction in late spring of 2016. Tentative applications for Candlestick and Hunter's Point are under review. He added that members are in the process of being custom fitted by Honeywell for their new turnout gear. He also mentioned that they are currently working with Central Shops on new engine specifications. He also touched on the timeline of the deployment of the Butte and Valley strike teams.

Chief Guzman stated that the Division of Training under Chief Williams and her staff are training the 118th recruit academy and they are in their 5th of 17-weeks of training. He added that the H-8 preceptor field training will be completed this week. With regards to the Investigative Service Bureau, Acting Captain Hunter has conducted 30 random alcohol and drug tests, four of which were conducted on nights and weekend and all were negative. He gave a brief Fireboat update, and stated that he was informed that there is about a four-week delay in the delivery of the Fireboat.

Public Comment:

Captain Darmanin spoke in regards to Prop F and he begged to differ with the Chief's position that the Department's hands are tied. He went on to explain his understanding of Proposition F and ways around redeployment, including convening an emergency session with at least three of the Fire Commissioners and then to do the same with the Board of Supervisors. He added that we should have been proactive and not reactive.

Steven Giacalone, Director with Local 798 and Lt. in the SFFD talked about Prop F and stated that it had nothing to do with the ability to render mutual aid or immediate need to any of the counties. He added that it was incredibly frustrating for him to watch the complete and total inability to help Lake County.

Tom Siragusa stated he thought discussions were getting into technicalities of things. He touched on the vehicle replace program the Commission passed in 2006. He explained in detail his actions the day in question and concluded by saying that he didn't think the Department lived up to the expectations that he has of this Fire Department.

Bob Postel asked the Commission to take a close look at the timeline Chief Siragusa provided to them. He implied that somehow the magnitude of the situation was lost between Chief Siragusa and Chief Hayes-White. He added that sending one fire engine two days later did nothing, it was an insult and totally inexcusable.

Commissioner Nakajo asked in reference to the vehicle replacement program if there were strategies or a plan on how to move on it. He also mentioned that he appreciated the members of the public to utilize public comment in the process as it allows the Commission to be able to understand their feelings, information and expressions. He said if it wasn't for the process of public comment, we often don't get opinions and information that is sometimes helpful.

Chief Hayes-White stated that they have shared with the Mayor's office the fleet replacement plan year after year and between 2008 and 2013 they were denied, and were actually required to reduce the operating budgets just like every other city department. She mentioned that at the last budget negotiations, she brought it up again to try and get it back on track. She added that they have proposed a three-year and five-year plan to get in alignment with the fleet replacement program.

Vice President Covington suggested that it's probably a good time to seek a special allocation of funds in order to get the fleet that we need. She added that we have been very successful this year in getting a budget that is close to what we need, but we need multiple years of a good budgets for the Department. Vice President Covington thinks we should be unified as rank and file to go after those monies today and that time if of the essence. She suggested that this should definitely be included in the strategic plan.

Commission Cleaveland asked for a quick update on the details of the EMS headquarters. Chief Lombard replied that they are still on schedule to be on the health bond in 2016 in the tune of 42 and a half million dollars. They are doing an environmental impact report on the site at Jerrold Street behind Station 9. He added that the Department owns property behind Station 9 and the City owns the adjoining piece of property and they are looking at putting a three story EMS building with a three-story garage there.

President Evans acknowledged Chief Francisco for the Urban Shield exercise. She asked Mr. Corso to talk a bit more on the GEMT Funds. Mr. Corso explained that they are still waiting for approximately three million dollars in back payment from the GEMT Funds. There was a delay from the federal side to get reimbursed from the State. He stated he anticipates receiving those funds during the current fiscal year.

President Evans asked if the members at Station 5 are on board and happy with the plans. Chief Guzman answered that they were part of the whole design.

5. FURTHER DISCUSSION AND POSSIBLE ACTION REGARDING AVAILABLE OPTIONS FOR TELEVISING FIRE COMMISSION MEETINGS AT CITY HALL [*Discussion and possible action*]

Commissioner Cleaveland stated he was champion from day one of being appointed to the Commission to having the meetings televised. He thinks it's important for the public to be involved and understands what the Fire Department goes through, what the Fire Commission is dealing with and providing an opportunity to engage more of the citizens of the City in advising the direction for the Department. He went on to describe possible dates and times for televising the meetings at City Hall.

President Evans gave an update after her conversation with Police Commission President Suzy Loftus. She discussed possible options available at City Hall.

Further discussion ensued regarding conversations and alternative dates and rooms available for televising Fire Commission meetings at City Hall starting in January 2016.

Commissioner Cleaveland Moved to move the Commission meetings to City Hall in January of 2016. Vice President Covington Seconded. Motion to move meetings to City Hall in January of 2016 was unanimous.

Public Comment: John Darmanin stated how important it is for the rest of the City to hear what the public is saying and making the meetings more accessible is a great thing. He thinks the public will have more access.

6. AGENDA FOR NEXT FIRE COMMISSION MEETING *[Discussion]*
Discussion regarding agenda for the October 8 , 2015 regular meeting.

- Update from Commissioners and Chief of the Department on the 150th Anniversary Committee and Strategic Planning Committee
- Approval of SAFER Grant Resolution

7. ADJOURNMENT

President Evans adjourned the meeting in memory of retired Lieutenant Bob Fennell and retired Inspector Joe Sebastinelli at 6:00 PM.

SAN FRANCISCO FIRE COMMISSION

Fire Commission Regular Meeting
Thursday, October 8, 2015 - 4:00 p.m.

698 Second Street, Room 102 ■ San Francisco ■ California ■ 94107

AGENDA

Item No.

1. ROLL CALL

President	Andrea Evans
Vice President	Francee Covington
Commissioner	Stephen A. Nakajo
Commissioner	Michael Hardeman
Commissioner	Ken Cleaveland
Chief of Department	Joanne Hayes-White

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2. GENERAL PUBLIC COMMENT

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3. APPROVAL OF THE MINUTES *[Discussion and possible action]*
Discussion and possible action to approve meeting minutes.

- Minutes from Regular Meeting on September 10, 2015
- Minutes from Special Meeting on September 24, 2015

4. RESOLUTION 2015-09 *[Discussion and possible action]*
Discussion and possible action to approve Resolution 2015-09, recommending that the Board of Supervisors authorize the San Francisco Fire Department to accept and expend a SAFER grant from FEMA in the amount of $8,221,860 for the hiring of thirty-six new firefighters.

5. RESOLUTION 2015-10 *[Discussion and possible action]*
Discussion and possible action to approve Resolution 2015-10, recommending that the Board of Supervisors approve the gift and authorize the Chief of the Fire Department to accept the gift of $350,000 from Mr. and Mrs. Bernard Osher for use by the San Francisco Fire Department to purchase two new ambulances; and that the Fire Commission and Fire Department extend their gratitude to Mr. and Mrs. Osher for the generous gift to the City and County of San Francisco in support of the Fire Department and public safety.

6. CHIEF OF DEPARTMENT'S REPORT *[Discussion]*

REPORT FROM CHIEF OF DEPARTMENT
Report on current issues, activities and events within the Department, including Fiscal Year 2015-2016 budget.

REPORT FROM OPERATIONS
Report on overall field operations, the Bureau of Fire Prevention & Investigation, Airport Division.

7. COMMUNICATIONS

Communications to Commission received between 9/18/15 and 10/1/15.

- Email from Ted Corporandy, Battalion Chief, retired dated September 23, 2015

8. AGENDA FOR NEXT FIRE COMMISSION MEETING *[Discussion]*

Discussion regarding agenda for the October 21, 2015 regular meeting.

The next Fire Commission meeting will be held on Wednesday, October 21, 2015.

9. ADJOURNMENT

SAN FRANCISCO FIRE COMMISSION

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SAN FRANCISCO FIRE COMMISSION

FIRE COMMISSION REGULAR MEETING
MINUTES
OCTOBER 8, 2015 – 4:00 p.m.
698 Second Street, Room 102

The audio file has been uploaded onto the Fire Commission Website at:
http://sanfrancisco.granicus.com/MediaPlayer.php?view_id=133&clip_id=23892

President Andrea Evans called the meeting to order at 4:05 PM

1. ROLL CALL

Commission President	Andrea Evans	Present
Commission Vice President	Francee Covington	Present
Commissioner	Stephen Nakajo	Present
Commissioner	Michael Hardeman	Present
Commissioner	Ken Cleaveland	Present
Chief of Department	Joanne Hayes-White	Present

Mark Gonzales	Deputy Chief – Operations
Ray Guzman	Deputy Chief – Administration
Jeff Myers	EMS
Ken Lombardi	Support Services
Shane Francisco	Homeland Security
Dan De Cossio	Bureau of Fire Prevention
Dale Carnes	Airport Division
Raemona Williams	Division of Training

Assistant Chiefs	
Jose Velo	Division 2
Kirk Richardson	Division 3

Staff	
Clement Yeh	EMS Medical Director
Mark Corso	CFO
Jesusa Bushong	Human Resources

2. GENERAL PUBLIC COMMENT

There was no public comment.

3. APPROVAL OF THE MINUTES ***[Discussion and possible action]***
Discussion and possible action to approve meeting minutes.

- Minutes from Regular Meeting on September 10, 2015
- Minutes from Special Meeting on September 24, 2015

Commissioner Cleaveland moved to approve the Minutes. Commissioner Hardeman seconded. Motion to Adopt Minutes was unanimous.

There was no public comment.

4. **RESOLUTION 2015-09** ***[Discussion and possible action]***
Discussion and possible action to approve Resolution 2015-09, recommending that the Board of Supervisors authorize the San Francisco Fire Department to accept and expend a SAFER grant from FEMA in the amount of $8,221,860 for the hiring of thirty-six new firefighters.

Resolution 2015-09 is attached: http://sf-fire.org/modules/showdocument.aspx?documentid=4146

CFO Mark Carso explained the Resolution in detail. Questions and answers ensued. Commission Secretary Conefrey read the Resolution into the record.

Motion to approve Resolution 2015-09 was unanimous.

There was no public comment.

5. **RESOLUTION 2015-10** ***[Discussion and possible action]***
Discussion and possible action to approve Resolution 2015-10, recommending that the Board of Supervisors approve the gift and authorize the Chief of the Fire Department to accept the gift of $350,000 from Mr. and Mrs. Bernard Osher for use by the San Francisco Fire Department to purchase two new ambulances; and that the Fire Commission and Fire Department extend their gratitude to Mr. and Mrs. Osher for the generous gift to the City and County of San Francisco in support of the Fire Department and public safety.

Resolution 2015-10 is attached: http://sf-fire.org/modules/showdocument.aspx?documentid=4145

CFO Mark Carso explained the Resolution in detail. Questions and answers ensued. Commission Secretary Conefrey read the Resolution into the record.

Motion to approve Resolution 2015-10 was unanimous.

There was no public comment.

6. **CHIEF OF DEPARTMENT'S REPORT** ***[Discussion]***

REPORT FROM CHIEF OF DEPARTMENT
Report on current issues, activities and events within the Department, including Fiscal Year 2015-2016 budget.

Chief Hayes-White's report covered the period since the last meeting on September 24, 2015. She went on to acknowledge Mr. Corso who diligently worked on the finalization and close out of last fiscal year's budget, as well as coming up with a hiring plan and matrix for filling the positions that she would like to move forward to this fiscal year.

Chief Hayes-White stated that in regards to the 118th academy class, she acknowledged the Division of Training under the direction of Chief Williams and what a great job they are doing. She stated that 119th academy will begin in January 2016 and she anticipates having 54 recruits in that class. She added that with regard to the EMS H-8's, she acknowledged Chief Gonzales for his dedication, in addition to Chief Myers, Chief Molloy, Jesus Mora of IT, and LT. Rob Neuneker of the Assignment Office for all their hard work related to the schedule changes, including getting the concept off the ground and implementing the new hires. She also acknowledged Dr. Yeh for his work on the development of the EMS 6

program, along with the Department of Public Health on frequent uses and callers of the 9-1-1- system that may be better served using another service. She stated that they are looking for interested folks that would be interested in working a 42-hour workweek on a 12-hour shift out of Station 49, for this EMS 6 program.

She gave a brief update on the 150th Anniversary of the Department and stated the celebration will be a yearlong event, and acknowledged Assistant Chief Dave Franklin, Dave Ebarle and Vice President Covington for taking this task on.

Vice President Covington gave a brief update on the 150th Anniversary planning. She stated that many of the former chiefs are very involved. Former Chief Tabacco is serving as the finance chair and doing a fabulous job. She mentioned that it was time to get started on subcommittees. She explained the wonderful events that would be taking place next year, including the fireboat commissioning; kick off at Lotus Fountain, film Festival and activities during EMS week. She mentioned that there was a suggestion that all of the former chiefs of the Department serve on a panel talking about the history of the department and the challenges that they faced during their individual tenures as chiefs. She added that there is going to be a parade and muster, which will include food, ladder raising and, a police/fire mass, and she anticipates piggy backing on events that will already be scheduled in the city. She concluded by stating the final event will be the gala ball which is scheduled for December 3rd, the actual day of the founding of the Department.

Commissioner Cleaveland thanked Vice President Covington for all the time she has put in on the 150th. He asked if there was a budget and if there is any portion of the fund raising the Commission can help with. Vice President Covington stated she was happy to hear he was willing to help and she encouraged all the Commissioners to jump in as well because this is a celebration of the Department and its history and she would like all hands on deck. She added that there was a draft budget and it will be included it in the Commission packets for the next meeting.

Chief Hayes-White continued with her report and touched on the productive strategic planning meeting on October 6, 2015. She added that many great ideas were suggested from members of the committee, which encompasses active and retired members, and that retired assistant Deputy Chief Brendan O'Leary was able to attend the October 6, 2015 meeting. She anticipates presenting to the Commission, hopefully in February, a draft strategic plan. She acknowledged President Evans for helping out extensively with the strategic planning process and her excellent writing skills. President Evans added that they were making progress and mentioned that the committee was made up of dedicated people that have stressed that they really want the plan to be a shared vision. She stated that while it is a small group working on the plan, they really want to get input from as many people as possible. They are open to anyone that has suggestions to add to the strategic plan.

Chief Hayes-White touched on her productive ongoing meetings with MTA related to Vision Zero. She acknowledged Chief Lombardi and Chief DeCossio who have collaborated in a great way in working closely with MTA. She touched on the ongoing discussions pertaining to the Department's fleet status with the Mayor's Office, Supervisor Wiener and Kate Howard.

Chief Hayes-White announced the upcoming events, including fleet week, the Italian Heritage Parade, and cross training involving the Division of Training, Homeland Security, and Urban Search and Rescue.

She acknowledged the unveiling of the two new ambulance buses. She stated that former Assistant Deputy Chief Peter Howes from the EMS Division created the concept. She went on to describe the decommissioned MUNI buses that were donated by MTA. She added that with the Grant Funding they received, they were able to convert and modify the busses

into casualty transport unit. They can be used in the event of a large-scale emergency, with the ability to be able to treat and transport up to 24 patients at one given time. They can also be used for drills and she can envision using them for the SF Marathon or Bay to Breakers when people do not necessarily need to be transported, they might be used for respite or heat exhaustion.

Chief Hayes-White concluded her report by announcing that they are on track by the end of the year to administer the H-50 Assistant Chief exam and for early next year, the H-30 Capitan's exam.

Commissioner Cleaveland thanked Chief Hayes-White for her comprehensive report. He asked what the NFPA guidelines are for dealing with fleet replacement. Chief Hayes-White answered that for frontline apparatus, their guidelines are set for 10 years. As you go into relief status, it is five years. She added that Chief Lombardi has put together an excellent spreadsheet of what the apparatus proposal is and what the current state of the fleets is.

Vice President Covington acknowledged everyone who has worked on the ambulance bus. She thought the photos are spectacular and it is a good execution of the concept. She asked how the busses were refurbished. Chief Hayes-White responded that they have new engines and the one she was on yesterday, had about 60 thousand miles on it. Vice President Covington asked if MTA staff are the only ones who can currently drive the busses, and how that will work. Chief Lombardi stated that they are in the process of working with MTA to get an MOU, and MTA has agreed to store them, maintain them, and drive them whenever we need them.

Commissioner Hardeman thanked Chief Hayes-White for her uplifting report. He went on to express his frustration with some of the comments that were made at the last meeting. He stated that although the Chief needs no defending, she has just been hammered about the lack of operable engines in the fleet and then she comes up with decision she had to make, and he did not think it was fair to criticize her decision.

President Evans asked if Chief Williams could give a brief update on how they are doing with getting recruitment off the ground. Chief Williams explained that they give a monthly recruitment orientation to perspective candidates. They hold a Q and A informational meeting at different community centers throughout the city. The have also created a committee who participate in different outreach events.

President Evans echoed Vice President Covington's comments about the ambulance bus. She stated that it is a great opportunity for San Francisco to highlight being a pioneer in this type of work and she thanked everyone who made it happen.

Commissioner Nakajo asked for some feedback on the two positions that would specifically work in the EMS-6 program out of station 49. Chief Hayes-White explained that working with the frequent users, they will be looking for someone that has passion for this type of work. It is more proactive and working collaboratively with DPH to try and identify ahead of time, people that they might be able to assist and point in the direction of the services that they truly need. Dr. Yeh added that the model they are looking at is really a co-response and team effort with existing outreach workers who are currently with the Deportment of Public Health. These are some of the toughest cases medically, socially, and otherwise in the system that we deal with.

Commissioner Nakajo asked if the Department was going to lose the training facility at Treasure Island. Chief Hayes-White responded yes, and she would discuss it further at the Civil Grand Jury meeting that she will be appearing at in front of the Government, Audits and Oversight Committee on October 15, 2015. She added that the facility was

decommissioned from the Navy in the late 1990's and the Department has used it since that time. It's a unique facility and it is worth its weight in gold as far as she is concerned. Treasure Island Development Authority has redevelopment designs that have been brought to various levels of government and she thinks it is in the final phase of redevelopment, and the Treasure Island Training Facility would no longer exist to support the full development of the Island. She estimates that sometime in the next 7 to 10 years that development should begin.

Commissioner Nakajo congratulated everyone who worked on the mass casualty busses.

President Evans added that Treasure Island and the training facility is something that comes up as part of the discussion at the strategic planning meetings. She thinks that even though its an uphill battle, she personally thinks it's something that should be tried again, and she doesn't think you can just walk away from that facility without bringing everything they can to try and keep it. She added that in addition to San Francisco, they might get some cooperation from neighboring counties that might be able to take advantage of it as well. She welcomed any thoughts, friends in other counties who might be willing to join in, sit down with TIDA, and make the case for keeping the facility. She added that the training facility is valuable for the whole region, not just San Francisco.

REPORT FROM OPERATIONS
Report on overall field operations, the Bureau of Fire Prevention & Investigation, Airport Division.

Chief Gonzales reported on the month of September.

Chief Gonzales first wanted to thank Commissioner Hardeman for his earlier words regarding their perspective on the Valley fire and the decisions that were made. He added that some of the members that did complain about the state of the fleet are the same members who were commenting regarding the administration's decision. Chief Gonzales gave the following perspective of what happened that day:

First, the decision was not made in a vacuum. It was made between CD-1, myself, CD-3, Assistant Deputy Chief Lombardi, and Captain Rivera. It was a very difficult decision but it was the absolute correct decision. Our fleet of engines are not up to par. They are far from it. We need to implement the rig replacement plan now. We need the money to do it and we need your help to get it. If Loma Prieto or worse happened today and we had sent those engines, we would only have 39 readily equipped engines for available.

What happened in 1989, we lost both hydrant systems. We need those engines if we had to use the PWSS to pump into that system. Therefore, I know the right decision was made. As much as you know I love attending these Commission meetings it pained me to miss that one. I wish I had been there. I just want to point out that the burden of the decision is on the Chief. If she makes it, it is on her. If she makes that call, and when I gave the example I put forward happened, that is on her. So she's responsible for the safety of these citizens and the safety of the firefighters in the City as well. I know she made the right decision along with us.

Chief Gonzales continued with his report. There were two greater alarms. The first was at 75 Pierce. The fire was in the rear of a residential garage. There were no injuries. The cause of the fire was accidental, most likely associated with an electrical fault or failure, possibly involving a battery charger. Acting Assistant Chief Taylor was the incident commander. The second was at 1351 Harrison Street. There were no injuries. The cause of the fire was accidental, unable to rule out electrical fault or failure or discarded smoking material. Temporary Assistant Chief Rubenstein was the incident commander.

He touched on the EMS 42 hour work week, the H-8's and the casualty transport busses, POTUS appearance, and Fire Prevention Week. He thanked ADC Myers and ADC Francisco for all the work they did on the fleet week preparations and planning.

President Evans asked Fire Marshal DeCossio how things are going with the backlog on planning and permitting. Fire Marshal DeCossio stated his focus is on having additional resources, new hires of H-4s and fire protection engineer. He added they are relocating resources and personnel with greater experience to help facilitate getting the back up.

Commissioner Cleaveland asked for an update on the Civil Grand Jury proceedings. Chief Hayes-White responded that her plan was to follow the response that was previously provided to the Commission. She anticipates there will be some questions and answers that will take place and she will provide a complete follow up at the next commission meeting.

There was no public comment.

7. COMMUNICATIONS
Communications to Commission received between 9/18/15 and 10/1/15.

- Email from Ted Corporandy, Battalion Chief, retired dated September 23, 2015

There was no public comment.

8. AGENDA FOR NEXT FIRE COMMISSION MEETING ***[Discussion]***
Discussion regarding agenda for the October 21, 2015 regular meeting.

The next Fire Commission meeting will be held on Wednesday, October 21, 2015.

- Update on 150 Anniversary Committee
- Update on Strategic Planning Committee
- Finalize SFGOV TV
- Update on TIDA Future
- Update on Station 16 and Station 49
- Transportation Advisory Committee/Vison Zero
- Projections on development at Bayview Hunters Point
- Surf Rescue Presentation
- Acknowledge Members of MTA

There was no public comment.

9. ADJOURNMENT

President Evans adjourned the meeting at 6:00 pm.

SAN FRANCISCO FIRE COMMISSION

FIRE COMMISSION SPECIAL MEETING
October 19, 2015 – 9:30 AM
698 Second Street, Room 102, San Francisco, CA 94107

AGENDA

Item No.
1. ROLL CALL

Commission Vice President Francee Covington, Hearing Officer

2. CASE NO. 2015-02: HEARING ON SUSPENSION APPEAL

Hearing on employee suspension appeal in accordance with Article 40, Section 4005 of the Rules and Regulations. The appeal is from a four-day suspension for violation of the Rules and Regulations as follows:

Section 3905 – Familiarity with the Rules
Section 3907 – Safety Rules
Section 3919 – Proper Behavior
Section 3923 – Acts Detrimental to the Welfare of the Department
Section 2940 – Unauthorized Use or Disposition of Property
Section 3941 – Use of Department Vehicles
Section 4002 – Off Duty Conduct

This case may be heard in Closed Session pursuant to Government Code Section 54957(b) and San Francisco Administrative Code Section 67.10(b).

A. Public comment on all matters pertaining to Agenda Item 2, including anything pertaining to the suspension appeal and whether to hold the hearing in closed session

B. Decision by Hearing Officer on whether to hold the hearing in closed session

C. Hearing on suspension appeal (in open or closed session per the Hearing Officer's decision)

D. If closed session is held, reconvene in open session

3. ADJOURNMENT

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SAN FRANCISCO FIRE COMMISSION

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SAN FRANCISCO FIRE COMMISSION

FIRE COMMISSION SPECIAL MEETING
October 21, 2015 – 2:30 PM
698 Second Street, Room 221, San Francisco, CA 94107

AGENDA

Item No.

1. ROLL CALL

President Andrea Evans
Vice President Francee Covington
Commissioner Stephen Nakajo
Commissioner Michael Hardeman
Commissioner Ken Cleaveland

2. CASE NO. 2014-10: COMMISSION DELIBERATIONS ON PROPOSED FINDINGS OF FACT, AND POSSIBLE APPROVAL OF FINDINGS OF FACT REGARDING CHARGES FILED BY CHIEF OF DEPARTMENT AGAINST MEMBER, DATED NOVEMBER 12, 2014, FOR VIOLATIONS AS FOLLOWS: *[Action item]*

- Section 3909 – False Reports
- Section 3919 – Proper Behavior
- Section 3921 – Inattention to Duty
- Section 3923 – Acts Detrimental to the Welfare of the Department

At a Special Meeting of the Fire Commission on August 27, 2015, regarding the above-noted matter, following the hearing, the Commission upheld the charges of violating San Francisco Fire Department Rules and Regulations Section 3909 – False Reports; Section 3919 – Proper Behavior; Section 3921 – Inattention to Duty; and Section 3923 – Acts Detrimental to the Welfare of the Department; by unanimous vote (Ayes: Evans, Covington, Nakajo, Hardeman, Cleaveland)

Accordingly, the Commission voted to reduce the Chief's recommendation to a 15 day suspension, by a vote of 4-1 (Ayes: Evans, Covington, Nakajo, Cleaveland, Nays: Hardeman).

The Commission also recommended the Chief of Department instruct the member to attend 16 hours of community service and 8 hours of retraining, to include EMS ethics, patient assessment and customer service and non-transport policy documentation.

The Commission is now considering proposed Findings of Fact in relation to that decision.

This case may be heard in Closed Session pursuant to Government Code Section 54957(b) and San Francisco Administrative Code Section 67.10(b).

A. Public Comment on Special Meeting Agenda Item; Possible Closed Session

Members of the public may comment on Agenda items No. 2, including whether to consider the matter in Closed Session. [Government Code §54954.3(a), Administrative Code §67.15(b)]

B. Vote on Closed Session:

1. Vote on whether to conduct deliberations on proposed Findings of Fact in Closed Session. ***[Action]***

C. Deliberations and Possible Action

1. Deliberations and possible action on proposed Findings of Fact (in Open or Closed Session, per the Commission's vote). ***[Action]***

D. If Closed Session is held, reconvene in Open Session

1. Report on any action taken in Closed Session as specified in California Government Code Section 54957.1(a)(5) and San Francisco Administrative Code section 67.12(b)(4).

2. Vote to elect whether to disclose any or all discussions held in Closed Session, as specified in San Francisco Administrative Code Section 67.12(a). ***[Action]***

3. CASE NO. 2015-03: HEARING ON APPROVAL OF SETTLEMENT PERTAINING TO ORDER OF SUSPENSION DATED JULY 24, 2015

Discussion and possible action item to accept or reject Settlement Agreement in Disciplinary Case No. 2015-03.

This case may be heard in Closed Session pursuant to Government Code Section 54957(b) and San Francisco Administrative Code Section 67.10(b).

A. Public Comment on Special Meeting Agenda Item; Possible Closed Session

Members of the public may comment on Agenda items No. 3, including whether to consider the matter in Closed Session. [Government Code §54954.3(a), Administrative Code §67.15(b)]

B. Vote on Closed Session:

1. Vote on whether to conduct deliberations on proposed Findings of Fact in Closed Session. ***[Action]***

C. Deliberations and Possible Action

1. Deliberations and possible action on proposed Settlement Agreement (in Open or Closed Session, per the Commission's vote). ***[Action]***

D. If Closed Session is held, reconvene in Open Session

1. Report on any action taken in Closed Session as specified in California Government Code Section 54957.1(a)(5) and San Francisco Administrative Code section 67.12(b)(4).

2. Vote to elect whether to disclose any or all discussions held in Closed Session, as specified in San Francisco Administrative Code Section 67.12(a). ***[Action]***

4. ADJOURNMENT

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Government's duty is to serve the public, reaching its decisions in full view of the public. Commissions, boards, councils and other agencies of the City and County exist to conduct the people's business. This ordinance assures that deliberations are conducted before the people and that City operations are open to the people's review. For more information on your rights under the sunshine ordinance or to report a violation of the ordinance, contact the sunshine ordinance task force. You may contact the current Sunshine Ordinance Task Force Administrator, Frank Darby, Jr., as follows: Sunshine Ordinance Task Force, City Hall, Room 244, 1 Dr. Carlton B. Goodlett Place, San Francisco, CA 94102-4689, Phone: (415) 554-7724, Fax: (415) 554-5784, E-mail: sotf@sfgov.org. Copies of the Sunshine Ordinance can be obtained from the Clerk of the Sunshine Task Force, the San Francisco Public Library and on the City's Web site at http://www.sfgov.org.

San Francisco Lobbyist Ordinance

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SAN FRANCISCO FIRE COMMISSION

Fire Commission Regular Meeting
Wednesday, October 21, 2015 - 4:00 p.m.
698 Second Street, Room 102 ■ San Francisco ■ California ■ 94107

AGENDA

Item No.

1. ROLL CALL

President	Andrea Evans
Vice President	Francee Covington
Commissioner	Stephen A. Nakajo
Commissioner	Michael Hardeman
Commissioner	Ken Cleaveland
Chief of Department	Joanne Hayes-White

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2. PUBLIC COMMENT

Members of the public may address the Commission for up to three minutes on any matter within the Commission's jurisdiction and does not appear on the agenda. Speakers shall address their remarks to the Commission as a whole and not to individual Commissioners or Department personnel. Commissioners are not to enter into debate or discussion with a speaker. The lack of a response by the Commissioners or Department personnel does not necessarily constitute agreement with or support of statements made during public comment.

3. APPROVAL OF THE MINUTES *[Discussion and possible action]*
Discussion and possible action to approve meeting minutes.

a. Minutes from the Regular Meeting on September 24, 2015.
b. Minutes from the Regular Meeting on October 8, 2015

4. CHIEF OF DEPARTMENT'S REPORT *[Discussion]*
REPORT FROM CHIEF OF DEPARTMENT
Report on current issues, activities and events within the Department, including Fiscal Year 2015-2016 budgets.

REPORT FROM ADMINISTRATION
Report on the Administrative Divisions, Fleet and Facility status, Finance and Support Services within the Department.

5. UPDATE ON THE FUTURE OF THE TREASURE ISLAND TRAINING FACILITY [Discussion]
Update from Assistant Deputy Chief Ken Lombardi on the future of the Treasure Island Training Facility

6. FURTHER DISCUSSION AND POSSIBLE ACTION REGARDING TELEVISING FIRE COMMISSION MEETINGS AT CITY HALL [*Discussion and possible action*]
(Discussion and possible action to move Fire Commission Meetings to City Hall on the 2nd and 4th Wednesday's of the Month)

2nd Wednesday: We have room 416 – Start time? 8:30?
4th Wednesday: We have room 400 – Start time? 4:30?

7. UPDATE ON DEVELOPMENTS OF THE 150TH ANNIVERSARY COMMITTEE [Discussion]

8. UPDATE ON DEVELOPMENTS OF THE STRATEGIC PLANNING COMMITTEE [Discussion]

9. AGENDA FOR NEXT FIRE COMMISSION MEETING *[Discussion]*
Discussion regarding agenda for the November 5, 2015 regular meeting.

Please note that the November and December meetings will be held on the 1st and 3rd Thursdays of the month.

10. ADJOURNMENT

SAN FRANCISCO FIRE COMMISSION

NOTICE OF COMMISSION PROCEDURES

Commission Meeting Schedule and Location

The Fire Commission meets regularly on the 2nd and 4th Thursday of each month at Fire Department Headquarters, Room 102, 698 Second Street, San Francisco. The Commission is scheduled to meet the first and third Thursday's in November and December, 2015.

Commission Office

The Fire Commission Office is located at 698 Second Street, Room 220, San Francisco, CA 94107. The Fire Commission telephone number is (415) 558-3451; the fax number is (415) 558-3413. The web address is www.sfgov.org/fire_comm/. Office hours are from 8:30 a.m. to 5:00 p.m., Monday through Friday.

Language Access

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Information on Disability Access

The Fire Commission meeting room is wheelchair accessible. The closest accessible MUNI lines serving the Commission's meeting location and Office are the 15 Third, 42 Downtown Loop, and N Judah (Second and King Streets stop). Additional lines serving this location are the 30 Stockton and 45 Union. For more information about MUNI accessible services, call (415) 923-6142.

To obtain a disability-related modification or accommodation, including auxiliary aids or services, to participate in the meeting, please contact the Commission Secretary at least two business days before the meeting at (415) 558-3451 to make arrangements. Late requests will be honored, if possible.

To assist the City's efforts to accommodate persons with severe allergies, environmental illnesses, multiple chemical sensitivity or related disabilities, attendees at public meetings are reminded that other attendees may be sensitive to various chemical based products. Please help the City to accommodate these individuals.

Policy on use of Cell Phones, Pagers and Similar Sound-Producing Electronic Devices at and During Public Meetings

The ringing and use of cell phones, pagers and similar sound-producing electronic devices are prohibited at Fire Commission meetings. Please be advised that the Chair may order the removal from the meeting room of any person(s) responsible for the ringing or use of a cell phone, pager, or other similar sound-producing electronic device.

Documents for Public Inspection

Documents referred to in this agenda, if not otherwise exempt from disclosure, are available for public inspection and copying at the Fire Commission Office. If any materials related to an item on this agenda are distributed to the Fire Commission after distribution of the agenda packet, those materials, if not otherwise exempt from disclosure, are also available for public inspection at the Fire Commission Office, 698 Second Street, room 220, San Francisco, during normal office hours.

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SAN FRANCISCO FIRE COMMISSION

FIRE COMMISSION REGULAR MEETING
MINUTES
Wednesday, October 21, 2015 – 4:00 p.m.
698 Second Street, Room 102

The audio recording has been uploaded to the FC Website at:
http://sanfrancisco.granicus.com/MediaPlayer.php?view_id=133&clip_id=23954

President Evans called the meeting to order at 4:11 PM.

1. ROLL CALL

Commission President	Andrea Evans	Present
Commission Vice President	Francee Covington	Present
Commissioner	Stephen Nakajo	Present
Commissioner	Michael Hardeman	Present
Commissioner	Ken Cleaveland	Present
Chief of Department	Joanne Hayes-White	Present
Ray Guzman	Deputy Chief – Administration	
Jeff Myers	EMS	
Dale Carnes	Airport Division	
Ken Lombardi	Support Services	
Shane Francisco	Homeland Security	
Richard Brown	Bureau of Fire Prevention	
Raemona Williams	Division of Training	
Assistant Chiefs		
Rex Hale	Division 2	
Tom Siragusa	Division 3	
Staff		
Mark Corso	CFO	
Jesusa Bushong	Personnel Officer	

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2. PUBLIC COMMENT

James Green read a thank you letter he sent to Steve Kawa, Chief of Staff for the Mayor. The letter is attached http://sf-fire.org/sites/default/files/Documents/Fire%20Commission%20Support%20Documents%202015/James_Green_letter_to_Steve_Kawa.pdf

3. APPROVAL OF THE MINUTES *[Discussion and possible action]*

Discussion and possible action to approve meeting minutes.

a. Minutes from the Regular Meeting on September 24, 2015.

Commissioner Hardeman Moved to approve the 9/24/15 Minutes as amended with adding Chief Siragusa's timeline of the Valley Fire. Commissioner Cleaveland Seconded. Motion to approve above Minutes as amended was unanimous.

b. Minutes from the Regular Meeting on October 8, 2015

Commissioner Cleaveland Moved to approve the 10/8/15 Minutes. Commissioner Hardeman Seconded. Motion to approve above Minutes was unanimous.

There was no public comment.

4. CHIEF OF DEPARTMENT'S REPORT *[Discussion]*
REPORT FROM CHIEF OF DEPARTMENT
Report on current issues, activities and events within the Department, including Fiscal Year 2015-2016 budgets.

Taken out of Order as Chief Hayes-White arrived late due to a mediation conflict.

Chief Hayes-White's report covered the period since the last meeting on October 8, 2015. She officially welcomed to the San Francisco Fire Department family, Olivia Scanlon who was hired as the Communications Outreach Coordinator. Olivia introduced herself and stated she has worked with the Board of Supervisors for over 12 years. She was the longest serving aide there. She added that she hopes that she can bring to the San Francisco Fire Department and the Commission, all the experience she has gained at City Hall.

Chief Hayes-White touched briefly on the budget and the hiring plan. She acknowledged CFO Mark Corso and stated that they have decided to reconvene the Budget Committee. She stated that they anticipate starting the 119th Academy on January 19, 2016 with 54 members, 12 of which will be from Station 49. She added that they are continuing interviews for H-8 applicants. She gave a brief EMS update, 150th Anniversary update, Strategic Planning update and Fleet update.

She stated that on October 11th there was good participation at the Italian Heritage Parade. She added that everything went smoothly for Fleet Week. On October 14th she and Commissioner Cleaveland attended the Geary Boulevard Merchants Luncheon, where she selected Irene Ibarra and Michelle Estrada to be recognized for their outstanding service. On October 15, 2015 she reported before the Government, Audits and Oversight Committee regarding the Department's response to the Civil Grand Jury report. On October 17, 2015, NERT celebrated its 25th anniversary and they had a full day drill.

Chief Hayes-White concluded by respectfully requesting adjournment tonight in memory of active member Richard Faust, who passed away on October 14, 2015. He was a valued member since 1994 and most recently was assigned to Station 18.

Commissioner Cleaveland thanked the Chief for making it to the meeting and providing her report. He commended her and Mark Corso for putting together the Budget Task Force that brought a lot of department brass together to talk about the budgetary needs and what is needed in every aspect of the Department.

Commissioner Nakajo thanked the Chief for her presentation. He asked questions about the 119th Academy class that is to tentatively begin on January 19, 2015 and when the list will be

available and what type of criteria she will use to pick potential candidates off the list. Chief Hayes-White anticipates receiving the list sometime next week and thinks there are about 3300 people on the list. Chief Hayes-White explained how she will apply similar criteria as she did for the 118th academy class. Commissioner Nakajo asked if it was recommended that recruits retake the test that don't fall within that criteria, as far as scoring. Chief Hayes-White stated that there is no easy answer, that it is a competitive list. If you retake the test and get a lower score, the first score gets thrown out.

Commissioner Hardeman expressed his excitement on the hiring of Olivia Scanlon. He added that everybody who hangs around City Hall knows that she is dynamo and knows how to treat people respectfully and she knows how to get the job done.

Commissioner Hardeman stated that Chief Hayes-White did a very good job in responding to the Civil Grand Jury report.

Vice President Covington thanked Chief Hayes-White for coming to the meeting after her long day in an arbitration. She also welcomed Ms. Scanlon and asked what her responsibilities will be. Chief Hayes-White stated that Olivia will assist with special projects including the 150th Anniversary Committee, the Strategic Planning Committee and governmental liaison work over at City Hall.

President Evans asked if the Rescue Captains at Station 49 will be working a 12-hour or 24-hour shift. Chief Hayes-White answered it's a 24-hour shift. President Evans wants to encourage the Chief, the way she did the last time, to have an interview process. She added that the committee will discuss the department's plans regarding recruitment, all the way through, hiring, training, and promotions. President Evans thinks interviews are a good opportunity to get a sense of how a member might perform that might not be captured from test scores.

President Evans stated that regarding the fleet, in addition to the meetings with Kate Howard, they have also reached out to the Supervisors. She added that there is certainly more work to be done and they had a very supportive meeting with Supervisor Wiener. He is interested in at least considering legislation that would require the City to be consistent with NFPA guidelinesThe legislation would not require City funding, but at least it would be on the books that we should be able to retire our vehicles after 10 years. She has also talked to Supervisor Breed about it and will continue outreach efforts.

REPORT FROM ADMINISTRATION
Report on the Administrative Divisions, Fleet and Facility status, Finance and Support Services within the Department.

Taken out of Order as Chief Hayes-White arrived late due to a mediation conflict.

Chief Guzman presented his Administrative Report for the month of October, 2015.

He mentioned that Support Services Division remains very busy managing the ESER Focus Scope projects. He is hopeful that the shower projects at Station 13, 26, 28, 40 and 41 are near completion. He anticipates the fuel tank project at Station 17 to be completed by the end of November. He added that work continues to be done at Pump Station 1 and will continue until March of next year. He touched on Station 16, Station 5 and the bid for the new PPE with Morning Price turnouts. He stated that the RFP for two new rescue squads have been extended

to October 23rd. He added that they are aggressively striving to reduce the profile of the new apparatus design, in alliance with the Vision Zero concept.

Chief Guzman stated that they are on track for the 2016 Health and Safety Bond for June 2016 with a placeholder for about 44 million dollars.

He touched on the Division of Training, which most of the focus is on the 118th recruit academy, as well as the one year testing for the 117th recruit class. He touched on the ongoing training of the H-8's under the direction of Section Chief Melanie Brandon.

He talked about the good work of Captain Colombini and his staff out at Treasure Island.

Chief Guzman acknowledged Chief Williams, Chief Francisco, Battalion Chief Thompson and Chief Hayes-White for attending the NERT drill that was conducted on October 17, 2015 along with 250 NERT Volunteers and 25 instructors.

He stated that acting Captain Sheila Hunter of the Investigative Services Bureau conducted 30 random alcohol and drug tests, eight of which were conducted during nights and weekends. All results were negative.

Chief Guzman gave a brief update on the Fireboats and shared photos of the continued work being done. He was informed that there may be a three to four week delay on the delivery date.

Commissioner Cleaveland asked for clarification on the reduction of the current academy class size. Chief Williams stated that some had resigned and others acquired a number of deficiencies that added up to a release.

Brief discussion ensued pertaining to the Fireboat and discussions with Vigor and Jensen Marin. Jensen is the construction management team that is watching over the project and the possible delay of the delivery of the Fireboat. Vice President Covington asked that he keep the Commission updated on a weekly basis regarding the Fireboat.

Commissioner Nakajo asked where the fireboats will be docked. Chief Guzman stated that Pier 26 is going to get some modifications to dock the boats while Station 35 gets remodeled. Chief Lombardi stated that after Station 35 is completed, all three boats will fit on Pier 26.

Commissioner Nakajo announced that he received a flu shot from Dr. Terraza's Office and noted that they are very busy. He inquired about the nurse practitioner's position and Jesusa Bushong confirmed that the position is still vacant and that they are having a difficult time filling it because of the required specialty of the occupational health component. Ms. Bushong stated that they are preparing to advertise in specific nursing and occupational health journals in the coming weeks. They are also thinking of modifying that particular specialty.

Commissioner Hardeman thanked Chief Guzman for his detailed report. He was sorry to hear there might be a delay in the delivery of the fireboat but he was happy about the station showers getting updated and being on schedule.

Commissioner Cleaveland expressed his concerns of being able to maintain the three fireboats. He suggested having a conversation with the Port to make sure the maintenance is budgeted for three boats.

President Evans also agreed with Commissioner Cleaveland that if we need three fireboats we need to convince the Port to pay for all three or we set aside money in our own budget to maintain the third one. She added that we need to figure out a way to fund it and sooner rather than later.

President Evans asked if there was an expectation going forward as to what the usage of the H-8's looks like. Chief Guzman explained that they will be used for daily operations, last minute sick calls and training purposes. He added that they are currently moving into phase two of the H-8's which is screening additional applicants to get the pool up to 50 personnel. Mark Corso explained how the H-8's work into the budget. President Evans asked what the evaluation process is to make sure they are meeting the standards that are required. Chief Guzman answered that there are three phases. The first is they are evaluated rigorously to make sure that they're meeting minimum standards in their initial training phase with the Department and the Division of Training under Section Chief Brandon. The Second phase is once they go out into the field, there is a standardized evaluation process for getting county accreditation and receiving your paramedic right to work in this county. The third phase is during their first 240 hours they are employed as a per diem, they have a task book which, based on their previous training, either a field preceptor or field training officer has to sign off on to ensure competency has been met in general areas. He added that they also identify on a daily basis through Section Chief Molloy who the H-8's are working that day and ask that these on-duty Rescue Captains increase their presence on the calls to welcome them aboard and give them a hand making the transition into the system.

There was no public Comment.

5. UPDATE ON THE FUTURE OF THE TREASURE ISLAND TRAINING FACILITY [Discussion]

Update from Assistant Deputy Chief Ken Lombardi on the future of the Treasure Island Training Facility

Taken out of order.

President Evans welcomed Chief Lombardi and Mr. Beck from TIDA. She stated that she asked for this particular presentation as it was one of the big issues raised by the Civil Grand Jury and she thought it would be appropriate for the Commission to get an update on where things stand with the Treasure Island training facility.

Chief Lombardi introduced Mr. Robert Beck and Captain Jeff Colombini, Captain of training at Treasure Island. Chief Lombardi gave a comprehensive report on the history and future of the Fire Department's training facility on Treasure Island. His presentation is attached: http://sf-fire.org/modules/showdocument.aspx?documentid=4173

Mr. Beck added that they are ready to begin development activities on Treasure Island, which consists of demolishing some of the existing structures on Yerba Buena Island and implementing the redevelopment of Treasure Island. He added that they want to work with the Fire Department to make sure the City's needs and the Department's needs are met and they are open to exploring what would be required if they were able to accommodate the training facility. Any changes to the plans would require the consent of the developer.

Chief Lombardi explained how the Capital Planning Department works and how projects get funded. He mentioned that the Director of Capital Planning has offered to attend a future Fire Commission meeting and give a presentation on how capital funding works. He added that neither the Fire nor Police Departments have representatives on the Capital Planning Committee.

President Nakajo asked for clarification in terms of options for a replacement training facility. He also suggested that we get a representative on the Capital Planning Committee to advocate for the Department on this very important issue. Chief Lombardi stated that the Chief has been

advocating since 2003 to stay at Treasure Island, when she was in charge of training, and when the Board of Supervisors and the Mayor said we are not staying there, and they came out with the development plan, the Department has been advocating for a new facility in San Francisco every year. Commissioner Nakajo concluded by thanking Chief Lombardi for the update and Mr. Beck for his support including his work on the temporary Station 48 as well as his suggestions made in regards to the training facility.

Vice President Covington stated she was very discouraged with the options for the training facility and the appropriation of the 132 million dollars that has been budgeted for a new facility. She doesn't think the 132 million dollars in three or four years is going to be enough, and she thinks we'll need at least 150 million. She asked who the developer for the TI project was. Chief Lombardi answered that it was Treasure Island Community Development but the principals are 50/50 partnership between Wilson Meany and Lennar. She suggested approaching them about these matters. Mr. Beck added that if they were to try and rebuild on the existing side of the Island, the Department might be without a training facility for three years while the work went on. He said it might make sense, even if it were to remain in the same area, to rebuild it next to where it currently sits and then tear down the existing facility after completion. Vice President Covington stated that that we cannot be without a facility for three years. It would be devastating to the program. She stated that the Department is finally at the point where they have enough academies in the plans and will have the personnel available, but they need a training facility to make sure that each of the classes are totally familiar with the situation that they will encounter. One thing the training facility does, is it gives the members a very realistic idea of what their job will be. She added that they must figure out a way to keep the facility and time is of the essence.

Commissioner Cleaveland thanked Chief Lombardi for his presentation. He stated that he appreciated Mr. Beck and Captain Colombini for sharing their thoughts and knowledge. Captain Colombini also shared his observations after visiting some newer and more modern training facilities. Commissioner Cleaveland asked if we have ever discussed creating some sort of regional training facility that other departments in the area could benefit from. Captain Colombini stated that they have had those discussions but it always comes down to lack of funds.

Commissioner Hardeman thanked Mr. Beck and Chief Lombardi for all their work. He acknowledged the Board of Supervisors for sticking up for the Department and for saying they would like to have the Fire Department Training Facility stay on Treasure Island. There was brief discussion about the 2020 ESER Bond.

President Evans thanked them for their presentation. She acknowledged that it is very complicated and difficult. She asked if there were any other aspects of the plan that are being reconsidered. Mr. Beck confirmed that on October 6th, Supervisor Kim introduced a resolution requesting to see if they can increase the affordable housing percentages in the Treasure Island redevelopment agreement. President Evans suggested that if it's going to be reopened for any reason, she would like to be kept abreast on how it is progressing. She added that in the absence of another site, we need to try to keep the Treasure Island site. She stated that although it is a huge task, she thinks the Chief needs to put whatever resources she has available on this issue, and if it's not going to be on TI, the sooner we find that out the better so that we can start looking for an alternative site. She continued that she doesn't think that they can afford to lose a training facility as valuable as what they have. It's too important to the members health and safety.

6. FURTHER DISCUSSION AND POSSIBLE ACTION REGARDING TELEVISING FIRE COMMISSION MEETINGS AT CITY HALL [*Discussion and possible action*]
(Discussion and possible action to move Fire Commission Meetings to City Hall on the 2nd and 4th Wednesday's of the Month)

2nd Wednesday: We have room 416 – Start time? 8:30?
4th Wednesday: We have room 400 – Start time? 4:30?

Brief discussion ensued on starting times. Commissioner Cleaveland made a motion to start the meetings start at 9:00 on the 2nd Wednesday of the month and 5:00 on the 4th Wednesday of the month. Vice President Covington seconded. The motion was unanimously approved.

7. UPDATE ON DEVELOPMENTS OF THE 150TH ANNIVERSARY COMMITTEE [Discussion]

Vice President Covington gave the following update on the 150th Anniversary Committee from the last three meetings:

She stated that the Chief has appointed Dave Ebarle of Guardians of the City, Dave Franklin, Assistant Chief of the Department and retired Chief Ed Phipps as co-chairs of the Committee. There are also former chiefs of the Department who are on the large steering committee. Former Chief Tabacco is in charge of the Finance Committee and Chief Demmons, Chief Phipps, and Chief Postel are all very active in the committee and they have attended the meetings and they have a lot of good ideas. The reason for the 150th anniversary celebrations is really to commemorate the Department; to acknowledge the contributions of those who have come before; to give the citizens of our city a chance to know more about the Department's history in detail and to celebrate our storied history. There are a number of things that are being planned. The fireboat commissioning is going to be one of the key kickoff events along with the annual gathering at Lotus Fountain to commemorate the 1906 earthquake. That will take place April 18th, 2016. There will be a San Francisco Fire Department Film Festival, the San Francisco Fire Department History Panel, and the former Chiefs of the Department panel, where the former chiefs will talk about their tenure and the challenges they faced and how they met them. They will also take questions from the audience. She added that a lot of the members of the department might be interested in being able to ask them questions because some of them served quite a while ago and they might have a very different take on what was happening while they were actively involved in the Department.

She touched on other planned events that included Children's Olympics, Sunday Streets, EMS Week, Volunteer Day, Lillie Coit, NERT, Parade and Muster, WTC 15th Anniversary, Police/Fire Mass, Fire Prevention Week, 27th Anniversary Loma Prieta Earthquake and the 150th Gala on Saturday, December 3, 2016.

She concluded by saying Chief Hayes-White has been very involved with all of these details and meetings and is very enthusiastic about all of this going forward, as she is. She added that she is looking for more participation on the part of her fellow commissioners because it's a big undertaking but it's very exciting and there is no way we can let the 150th year go by quietly.

8. UPDATE ON DEVELOPMENTS OF THE STRATEGIC PLANNING COMMITTEE [Discussion]

President Evans gave the following overview of the Strategic Planning Committee: We've had several smaller group meetings to date, and we had a very productive first meeting where we got through only a third of the agenda because everyone really had a lot to say, which was great. We spent a lot of time at the first meeting talking about training and health and wellness issues and getting the department at a higher level and more consistent approach to some of those issues. The next meeting we will focus on operations. Once we get through the core elements we will divide into subcommittees and incorporate some of the recommendations into a plan.
We have a meeting in early November that will focus on partnerships, the agencies we work with, NERT, City College, etc. We're hoping to have a plan by next spring.
In the interim, though, we will certainly be in coordination with the Budget Committee so that as our ideas bubble up and we see funding strings that will be attached, we can share that with the Budget Committee. We will make sure that it all gets incorporated into our budget request for 2016-2017 budget cycle.

9. AGENDA FOR NEXT FIRE COMMISSION MEETING *[Discussion]*
Discussion regarding agenda for the November 5, 2015 regular meeting.

Please note that the November and December meetings will be held on the 1st and 3rd Thursdays of the month.

- Surf Rescue
- Transportation Advisory Committee/Vison Zero
- Acknowledgement of MTA Folks for work on Ambulance Bus Project
- Narrative and update on Bayview Hunter's Point/Candlestick Park

10. ADJOURNMENT
President Evans adjourned the meeting in memory of deceased member Richard Faust at 7:10 PM.

SAN FRANCISCO FIRE COMMISSION

FIRE COMMISSION SPECIAL MEETING
November 5, 2015 – 3:00 PM
698 Second Street, Room 221, San Francisco, CA 94107

AGENDA

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Item No.
1. ROLL CALL

Commission Vice President Francee Covington, Hearing Officer
President Andrea Evans
Commissioner Stephen Nakajo
Commissioner Michael Hardeman

2. CASE NO. 2015-02: COMMISSION DELIBERATIONS AND POSSIBLE ACTION ON EMPLOYEE SUSPENSION APPEAL *[Action item]*

In accordance with Article 40, Section 4005 of the Rules and Regulations the employee has appealed a ten-day suspension for violation of the Rules and Regulations as follows:

Section 3905 – Familiarity with the Rules
Section 3907 – Safety Rules
Section 3919 – Proper Behavior
Section 3923 – Acts Detrimental to the Welfare of the Department
Section 3940 – Unauthorized Use or Disposition of Property
Section 3941 – Use of Department Vehicles
Section 4002 – Off Duty Conduct

This case may be heard in Closed Session pursuant to Government Code Section 54957(b) and San Francisco Administrative Code Section 67.10(b).

A. Public Comment on Special Meeting Agenda Item; Possible Closed Session

Members of the public may comment on Agenda items that are scheduled for discussion or action. [Government Code §54954.3(a), Administrative Code §67.15(b)]

1. Public Comment on Agenda Item No. 2, including [*if there is a motion or request to go into Closed Session]* public comment on whether to go into Closed Session.

2. *If there has been a motion or request to go into Closed Session:* Vote on whether to hold Closed Session. ***[Action Item]***

B. Deliberations/Possible Action, Open or Closed Session

1. Deliberations, and possible action on Suspension Appeal ***[Action Item]***

C. If Closed Session is held, reconvene in Open Session

1. Report on any action taken in Closed Session as specified in California Government Code Section 54957.1(a)(5) and San Francisco Administrative Code section 67.12(b)(4).

2. Vote to elect whether to disclose any or all discussions held in Closed Session, as specified in San Francisco Administrative Code Section 67.12(a). ***[Action Item]***

3. ADJOURNMENT

SAN FRANCISCO FIRE COMMISSION

NOTICE OF COMMISSION PROCEDURES

Commission Meeting Schedule and Location

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Commission Office

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Know Your Rights Under The Sunshine Ordinance
(Chapter 67 of the San Francisco Administrative Code)

Government's duty is to serve the public, reaching its decisions in full view of the public. Commissions, boards, councils and other agencies of the City and County exist to conduct the people's business. This ordinance assures that deliberations are conducted before the people and that City operations are open to the people's review. For more information on your rights under the sunshine ordinance or to report a violation of the ordinance, contact the sunshine ordinance task force. You may contact the current Sunshine Ordinance Task Force Administrator, Frank Darby, Jr., as follows: Sunshine Ordinance Task Force, City Hall, Room 244, 1 Dr. Carlton B. Goodlett Place, San Francisco, CA 94102-4689, Phone: (415) 554-7724, Fax: (415) 554-5784, E-mail: sotf@sfgov.org. Copies of the Sunshine Ordinance can be obtained from the Clerk of the Sunshine Task Force, the San Francisco Public Library and on the City's Web site at http://www.sfgov.org.

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SAN FRANCISCO FIRE COMMISSION

MINUTES FROM FIRE COMMISSION SPECIAL MEETING
November 5, 2015 – 3:00 PM
698 Second Street, Room 221, San Francisco, CA 94107

President Evans called the meeting to order at 3:05 PM.

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Item No.
1. ROLL CALL

Commission Vice President Francee Covington, Hearing Officer
President Andrea Evans
Commissioner Stephen Nakajo
Commissioner Michael Hardeman

Also Present:
Brad Russi, Deputy City Attorney, Government Team – Counsel to the Commission
Maureen Conefrey, Commission Secretary

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2. CASE NO. 2015-02: COMMISSION DELIBERATIONS AND POSSIBLE ACTION ON EMPLOYEE SUSPENSION APPEAL *[Action item]*

In accordance with Article 40, Section 4005 of the Rules and Regulations the employee has appealed a ten-day suspension for violation of the Rules and Regulations as follows:

Section 3905 – Familiarity with the Rules
Section 3907 – Safety Rules
Section 3919 – Proper Behavior
Section 3923 – Acts Detrimental to the Welfare of the Department
Section 3940 – Unauthorized Use or Disposition of Property
Section 3941 – Use of Department Vehicles
Section 4002 – Off Duty Conduct

This case may be heard in Closed Session pursuant to Government Code Section 54957(b) and San Francisco Administrative Code Section 67.10(b).

A. Public Comment on Special Meeting Agenda Item; Possible Closed Session

Members of the public may comment on Agenda items that are scheduled for discussion or action. [Government Code §54954.3(a), Administrative Code §67.15(b)]

1. Public Comment on Agenda Item No. 2, including [*if there is a motion or request to go into Closed Session]* public comment on whether to go into Closed Session.

President Evans called for public comment. No member of the public came forward and President Evans closed public comment.

2. *If there has been a motion or request to go into Closed Session:* Vote on whether to hold Closed Session. ***[Action Item]***

Vice President Covington Moved for a motion to hold deliberations in Closed Session. Commissioner Hardeman seconded, and the motion was unanimously approved. (4-0; Evans, Covington, Nakajo, Hardeman,)

B. Deliberations/Possible Action, Open or Closed Session

The Commission held deliberations in Closed Session at 3:06 p.m.

1. Deliberations, and possible action on Suspension Appeal ***[Action Item]***

C. If Closed Session is held, reconvene in Open Session

1. Report on any action taken in Closed Session as specified in California Government Code Section 54957.1(a)(5) and San Francisco Administrative Code section 67.12(b)(4).

The Commission reconvened in Open Session to report action taken at 3:58 p.m.

Member pled guilty to the charges of violating San Francisco Fire Department Rules and Regulations Section 3905 – Familiarity with the Rules; Section 3907 – Safety Rules; Section 3919 – Proper Behavior; Section 3923 – Acts Detrimental to the Welfare of the Department; Section 3940 – Unauthorized Use or Disposition of Property; Section 3941 – Use of Department Vehicles; and Section 4002 – Off Duty Conduct. By unanimous vote of members present, the Commission voted to impose discipline on the violations of Sections 3923, 3940, 3941, and 4002 only. (Ayes: Evans, Covington, Nakajo, Hardeman)

Accordingly, the Commission voted to reduce the Chief's recommended penalty to a 2-day suspension, by a unanimous vote of members present. (Ayes: Evans, Covington, Nakajo, Hardeman).

Counsel for Commission will prepare the Findings of Fact.

2. Vote to elect whether to disclose any or all discussions held in Closed Session, as specified in San Francisco Administrative Code Section 67.12(a). ***[Action Item]***

There was no public comment

3. ADJOURNMENT

President Evans adjourned the meeting at 3:58 p.m.

SAN FRANCISCO FIRE COMMISSION

Fire Commission Regular Meeting
Thursday, November 5, 2015 - 4:00 p.m.

698 Second Street, Room 102 ■ San Francisco ■ California ■ 94107

AGENDA

Item No.

1. ROLL CALL

President	Andrea Evans
Vice President	Francee Covington
Commissioner	Stephen A. Nakajo
Commissioner	Michael Hardeman
Commissioner	Ken Cleaveland
Chief of Department	Joanne Hayes-White

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2. GENERAL PUBLIC COMMENT

Members of the public may address the Commission for up to three minutes on any matter within the Commission's jurisdiction and does not appear on the agenda. Speakers shall address their remarks to the Commission as a whole and not to individual Commissioners or Department personnel. Commissioners are not to enter into debate or discussion with a speaker. The lack of a response by the Commissioners or Department personnel does not necessarily constitute agreement with or support of statements made during public comment.

3. APPROVAL OF THE MINUTES *[Discussion and possible action]*
Discussion and possible action to approve meeting minutes.

- Minutes from Special Meeting on October 21, 2015

4. UPDATE ON THE TRANSPORTATION ADVISORY BOARD MEETINGS/VISION ZERO [Discussion]
Update from Assistant Deputy Chief Ken Lombardi on the Transportation Advisory Board Meetings/Vision Zero

5. CHIEF OF DEPARTMENT'S REPORT *[Discussion]*

REPORT FROM CHIEF OF DEPARTMENT
Report on current issues, activities and events within the Department, including Fiscal Year 2015-2016 budget.

REPORT FROM OPERATIONS
Report on overall field operations, the Bureau of Fire Prevention & Investigation, Airport Division.

6. COMMUNICATIONS

Communications to Commission received between 10/19/15 and 10/30/15.

- Email from Marianne J. Bennett Budin dated 10/23/15 and 10/26/15
- Email from Tom O'Connor dated 10/28/15

7. AGENDA FOR NEXT FIRE COMMISSION MEETING *[Discussion]*

Discussion regarding agenda for the November 19, 2015 regular meeting.

8. ADJOURNMENT

SAN FRANCISCO FIRE COMMISSION

NOTICE OF COMMISSION PROCEDURES

Commission Meeting Schedule and Location

The Fire Commission meets regularly on the 2nd and 4th Thursday of each month at Fire Department Headquarters, Room 102, 698 Second Street, San Francisco. The Commission is scheduled to meet the first and third Thursday's in November and December, 2015.

Commission Office

The Fire Commission Office is located at 698 Second Street, Room 220, San Francisco, CA 94107. The Fire Commission telephone number is (415) 558-3451; the fax number is (415) 558-3413. The web address is www.sfgov.org/fire_comm/. Office hours are from 8:30 a.m. to 5:00 p.m., Monday through Friday.

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SAN FRANCISCO FIRE COMMISSION

FIRE COMMISSION REGULAR MEETING
MINUTES
NOVEMBER 5, 2015 – 4:00 p.m.
698 Second Street, Room 102

The audio file has been uploaded onto the Fire Commission Website at:
http://sanfrancisco.granicus.com/MediaPlayer.php?view_id=133&clip_id=24094

President Andrea Evans called the meeting to order at 4:07 PM

1. ROLL CALL

Commission President	Andrea Evans	Present
Commission Vice President	Francee Covington	Present
Commissioner	Stephen Nakajo	Present
Commissioner	Michael Hardeman	Present
Commissioner	Ken Cleaveland	Excused
Chief of Department	Joanne Hayes-White	Present

Mark Gonzales	Deputy Chief – Operations
Ray Guzman	Deputy Chief – Administration
Ken Lombardi	Support Services
Dan De Cossio	Bureau of Fire Prevention
Assistant Chiefs	
Bob Postel	Division 2
Dave Franklin	Division 3
Staff	
Clement Yeh	EMS Medical Director
Mark Corso	CFO

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2. GENERAL PUBLIC COMMENT

There was no public comment.

3. APPROVAL OF THE MINUTES *[Discussion and possible action]*
Discussion and possible action to approve meeting minutes.

- Minutes from Special Meeting on October 21, 2015

Commissioner Hardeman moved to approve the Minutes. Vice President Covington seconded. Motion to Adopt Minutes was unanimous.

There was no public comment.

4. UPDATE ON THE TRANSPORTATION ADVISORY BOARD MEETINGS/VISION ZERO [Discussion]
Update from Assistant Deputy Chief Ken Lombardi on the Transportation Advisory Board Meetings/Vision Zero

Assistant Deputy Chief Ken Lombardi's presentation is attached: http://sf-fire.org/sites/default/files/Documents/Fire%20Commission%20Support%20Documents%202015/Presentation%20on%20the%20Transportation%20Advisory%20Board%20meetings.pdf

Commissioner Nakajo thanked Chief Lombardi for his comprehensive presentation. He asked Chief Lombardi how they plan on working on the various issues the Department faces. Chief Lombardi replied that they are trying to resolve some of the issues such as the planter boxes, bike lanes with rails and bulb outs interfering with suppression through a newly formed task force. Originally, when they were looking at the plans on paper, it was hard to visualize. You did not realize the impact until the project was completed. Therefore, the original templates were not accurate, and did not reflect the correct size of the vehicles. He added that they now have new templates. He continued by giving examples of other obstacles they face such as street designs that have firetrucks making turns into oncoming traffic, and causing traffic to be congested and unable to get out of the way of emergency vehicles. Commissioner Nakajo appreciated the examples set forth by Chief Lombardi and stated that he is interested in applying influence and change with the folks that can make it happen. He suggested educating the individuals who are the policy makers on these issues and letting them know the Department's considerations have not been met. Chief Lombardi added that they are trying to make changes within the fire code that would give the Department more power to straighten out some of the issues mentioned.

Vice President Covington thanked Chief Lombardi for his presentation and acknowledged sitting in on some of the Task Force meetings. She has also met with members of the Bicycle Coalition. She added that we are living in a city where many people feel that cars are evil as well as the people that drive them. She feels that it is a concerted effort to reduce the number of cars on the street and its gaining traction, and it is not improving the ability for the members of the Department to get to where they are desperately needed, in a timely fashion. She suggested figuring out a way to get the word out about how this is impeding on the ability of the members to do what they need to do and she added that as Commissioners, they should speak out. She stated that the feeling at City Hall seems to be that the MTA is in charge of the streets and that cannot continue because the decisions they are making are not good for the citizens of the City and County of San Francisco when it comes to responding to emergencies. She added that she would like the Commission to keep a sharp eye out on this issue and to come up with a way to counter some of these measures.

Chief Hayes-White commented that about three years ago, when the Department first got involved, the Fire Department had been perceived as sort of the anti-walk and bike movement. She added that it was never really about that, and the Department has always said it is a shared responsibility and our position is to have a unified voice, with the Commission and Local 798, who has made a decision to weigh in. She further stated that it has been a tough week, as three children were struck by motor vehicles, causing significant injuries. She acknowledged the great job done by Chief Lombardi, Chief DeCossio and former Chief Wong for getting in on the design plan discussions early, so the Department is not perceived as disrupting the plan.

Commissioner Hardeman acknowledged that mistakes have been made with street designs, and he agreed with Commissioner Covington that now is the time for the Commissioners to speak up. He does not understand why the Bike Coalition would want designs that impede in the response times of the Department responding to emergencies and perhaps, saving someone's life. Chief Hayes White added that they have recently gotten support from the Bike Coalition and Walk SF, who they meet with regularly. They have acknowledged and appreciate the work that Support Services and Captain Rivera are doing concerning language that has been added into the vehicle specifications. They are listening to our

concerns and are supporting our efforts to get the fleet turned around in a more efficient fashion.

President Evans stated that she thinks it is a good idea to make road designs temporary to start with, to give drivers and pedestrians an opportunity to adjust to them before making them permanent.

There was brief discussion on the fire code and Fire Marshal DeCossio stated that they would start to revisit the new model codes of next cycle beginning in January. They then have six months to submit amendments for approval through the Commission and the Board of Supervisors and the approved codes would go into effect in 2017. President Evans suggested it would be a good time to reach out to the BOS. She added that it is an opportunity to go back and explain the results of some of the work that has been done, and how it is currently affecting Department operations. It is an opportunity for the Commission to reach out to the Supervisors and let them know why we are going to be recommending changes to the fire code. She added that we should inform them with about specific street design initiatives that are negatively impacting the Department and suggest that they slow down and take a look at some of the concerns. President Evans also mentioned that members of the public need to contact their Supervisors and express their concerns.

Commissioner Nakajo also suggested that the Department become part of the process on the transportation issues as it might make the Department less reactionary. He asked for clarification on the interpretation that the City Attorney's Office is working on. Fire Marshal DeCossio explained that if we do not have the support of the Board of Supervisors on the fire code amendments, we could lose it. Commissioner Nakajo concluded by thanking Chief Lombardi for his presentation and the time he spent on it.

5. CHIEF OF DEPARTMENT'S REPORT *[Discussion]*

REPORT FROM CHIEF OF DEPARTMENT

Report on current issues, activities and events within the Department, including Fiscal Year 2015-2016 budget.

Chief Hayes-White Chief Hayes-White's report covered the period since the last meeting on October 21, 2015. She announced that the budget for 2014-2015 has been closed out, and she thanked Mark Corso for work on that.

Chief Hayes-White stated that they have received nine applications for the EMS 6 position and that Dr. Yeh and Assistant Deputy Chief Myers or Section Chief Molloy will be conducting interviews, as well as someone from the Department of Public Health to make two selections for those positions. She stated that they have advertised for the recruitment coordinator and they have received applications from four interested H-2's and they will be conducting interviews for that position in the near future. She touched on the 118th academy class that will graduate on December 18, 2015. She mentioned that they are ramping up for the 119th academy, which will begin on January 19, 2016 and be comprised of 54 recruits.

Chief Hayes-White expressed her appreciation of support and attendance at City Hall on October 22, 2015, where they were gifted the Broderick Fire Pumper from Fireman's Fund, which has been acquired by Allianz.

Chief Hayes-White touched on the recent Strategic Planning Committee meeting, the 150th Anniversary Steering Committee meeting and the Alisa Ann Ruch Burn Foundation event. She acknowledged the Black Firefighters Association who did the cooking for the participants of that event. Chief Hayes-White also announced that there would be a meritorious awards ceremony on December 8, 2015 at 6:00 pm, at Riordan High School.

President Evans asked for clarification regarding the 16 offers that have been made to recruits for the academy class scheduled for January. Chief Hayes-White replied that those offers have been extended to 12 members from Station 49, and 4 who were held over from the last process. The remaining make-up of the class will be off the current list of those that have tested through September 2015.

REPORT FROM OPERATIONS
Report on overall field operations, the Bureau of Fire Prevention & Investigation, Airport Division.

Chief Gonzales reported on the month of October.

Chief Gonzales described the one greater alarm, a third alarm at 425 2nd Avenue. He stated that Assistant Chief Taylor was the incident commander and he did a good job as did Battalion Chiefs' Hickey and Pumphrey. He added that Assistant Chief Siragusa called him this morning to say how proud he was of the members of the Department who were at that fire and they all did an excellent job.

Chief Gonzales stated that with regards to the H-8's, they are currently interviewing applicants.

He touched on Station 49 and thanked Chief Lombardi for all the work he has been doing on that project and announced that the classroom at Station 49 has been completed. Chief Gonzales stated that Paramedic Ybarra is working on the ambulance modularization and is developing a system that would allow for the Vehicle Service Technicians to pre-pack ambulance stock for rapid replacement.

Chief Gonzales gave a quick synopsis on Bureau of Fire Prevention and Bureau of Fire Investigations. He stated there were 509 permits processed for the month of October and 50 high-rise inspections completed. He touched briefly on the ABC 7 Save A Life campaign press event where the goal is to deliver a message on the importance of smoke and carbon monoxide alarms. Concerning Plan Check backlogs, he stated there are about 112 applications waiting for review. He touched on many of the development projects they are working on.

Chief Gonzales announced the holiday tree lighting at Pier 39 is scheduled for November 21, 2015 and he touched on the status of the Bureau of Fire Investigation reports backlog. He stated that the backlog has been reported inaccurately, explained how the process works, and gave an overview of the correct figures of the remaining reports waiting for supervisory review. (Attached as Exhibit A is the backlog report)

Chief Gonzales briefly touched on the Bureau of Communications and San Francisco International Airport.

Commissioner Nakajo asked for more details concerning the permit backlog. Chief DeCossio gave a detailed description of the process, which included the type of building they are dealing with as well as the type of work being done and how detailed the permit is. He further explained that he is working on trying to get a system that will reflect the data more accurately so you get a better understanding of what the numbers actually mean. There was also discussion pertaining to the backlog of fire investigation reports and how that process works. Chief Gonzales touched briefly on the schedules of members of Station 49 and the agreement they are trying to finalize between DHR, the Administration and Local 798. Commissioner Nakajo asked for clarification on the new firehouses being built at the Airport. Chief Hayes-White explained that because SFO is expanding one of the runways, Station 3 has to be torn down and rebuilt. They don't want to run in to the same problems they had with the original design of Station 16, where they had the individual

bedroom concept but the members wanted the old style dormitory, with separate locker rooms and men's and women's shower facilities. She added that they have decided to come up with a template so that all firehouses will be designed the same way in the future. Chief Gonzales added that they are striving for consistency.

Vice President Covington asked for clarification on the 960 program. Chief Gonzales explained that it is when a member retires; they can come back and work for the Department as long as they do not work more than 960 hours a year. Vice President Covington stated it would be a good idea to test the waters and have a conversation about the 960 program, as it might be an option for combatting the backlog in Arson. Chief Hayes-White responded by saying that Local 798 was adamantly opposed to the 960 program. She believes the opposition stems from a lack of opportunity or potentially reducing overtime opportunities for their current members.

President Evans announced that she has asked for the information regarding the Arson Unit, given the recent press reports, and she wants to make sure there is an opportunity to discuss what is going on with that Unit, and what they can expect to happen in the future. She also asked what the Department's practice has been in the past when someone leaves the Arson Unit and they have not completed their arson report. Chief Hayes-White stated that historically, it would be reassigned to another investigator. If it were nearing completion, the supervisor would complete it and do the final review to close it out. President Evans suggested that going forward; members should be required to close out their cases before they are reassigned.

There was brief discussion on current response times. (Attached as Exhibit B are the Monthly Responses to Medical Calls through 11/1/2015)

6. COMMUNICATIONS

Communications to Commission received between 10/19/15 and 10/30/15.

- Email from Marianne J. Bennett Budin dated 10/23/15 and 10/26/15 http://sf-fire.org/sites/default/files/Documents/Fire%20Commission%20Support%20Documents%202015/email%20from%20Marianne%20Budin.pdf
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- Email from Tom O'Connor dated 10/28/15 http://sf-fire.org/sites/default/files/Documents/Fire%20Commission%20Support%20Documents%202015/email%20from%20Tom%20O%27Connor%20request%20that%20the%20UEG%20be%20in%20minutes.pdf

7. AGENDA FOR NEXT FIRE COMMISSION MEETING *[Discussion]*

Discussion regarding agenda for the November 19, 2015 regular meeting.

- Presentation from Surf Rescue Committee
- Update on plans for Super Bowl 50

8. ADJOURNMENT

President Evans adjourned the meeting at 6:15 pm.

Open Fire Investigation Report Log:

The status of recent Fire Investigation Reports, "backlog list", has not been reported accurately.

The status of open/active fire reports fall into three main categories:

1. "Active File" (in progress)
2. "2nd H6 Review" (waiting for 2nd H6 review)
3. "Captain's Review"

Arson's Administrative Analyst was "only instructed to enter each new case under the *active file* column". The Analyst's monthly report did not reflect the change in status of existing active Fire Investigation Reports.

As a result, the data reflecting the number of reports under "Captain's Review" was understated:

— 10/13/15: "Fire Investigation Report Active/Open Backlog Tracking List"
  - 404 Open/Active Fire Investigative Reports
  - 91 Fire Investigative Reports under "Captain's Review"

Current report reflecting updated status of open/active investigations:

— 11/01/15: "Fire Investigation Report Active/Open Backlog Tracking List"
  - 409 Open/Active Fire Investigative reports
  - 240 Fire Investigative Reports under "Captain's Review"

Approximately 60% of all current "Open/Active" Fire Investigation Reports are under "Captain's Review".

There are approximately 110 active/open reports by investigators no longer assigned to the BFI.

There are approximately 60 active/open reports that need to be completed by investigators currently assigned to Arson.

Exhibit A

San Francisco Fire Department Monthly Response to Medical Calls Through 11/01/2016

First Unit On Scene [6]

	Non Emergency Response (Priority 2)					Emergency Response (Priority 3)					
	Source Data		Validated Responses			Source Data		Validated Responses			
	Count	90th %	Count	Average	90th %	Count	90th %	Count	Average	90th %	% OTP
2014/11	3,675	18.35	3,619	9.53	18.55	3,872	5.67	3,628	3.82	5.48	76.75
2014/12	4,274	19.22	4,214	10.05	19.32	4,357	5.83	4,037	3.94	5.65	74.66
2015/01	4,338	18.60	4,277	9.78	18.67	4,576	5.85	4,234	3.89	5.58	74.52
2015/02	3,938	18.51	3,885	9.86	18.63	3,894	5.73	3,618	3.84	5.48	75.77
2015/03	4,302	18.43	4,222	9.59	18.15	4,404	5.68	4,120	3.84	5.53	75.87
2015/04	4,104	18.62	4,034	9.63	18.48	4,162	5.76	3,877	3.87	5.62	75.06
2015/05	4,413	18.61	4,332	9.69	18.43	4,396	5.73	4,090	3.87	5.58	75.09
2015/06	4,345	17.75	4,268	9.31	17.57	4,228	5.73	3,992	3.90	5.48	77.44
2015/07	4,374	17.00	4,293	8.98	16.60	4,160	5.45	3,810	3.69	5.28	78.87
2015/08	4,477	16.78	4,376	8.86	16.70	4,333	5.52	3,984	3.69	5.30	78.99
2015/09	4,387	18.01	4,319	9.25	17.60	4,294	5.83	3,929	3.76	5.47	76.58
2015/10	4,543	17.98	4,458	9.19	17.28	4,457	5.57	4,097	3.63	5.23	79.20
2015/11	181	17.65	177	8.51	17.30	187	5.48	167	3.47	4.93	83.23

First ALS Unit On Scene [7]

	Non Emergency Response (Priority 2)					Emergency Response (Priority 3)					
	Source Data		Validated Responses			Source Data		Validated Responses			
	Count	90th %	Count	Average	90th %	Count	90th %	Count	Average	90th %	% OTP
2014/11	3,820	18.97	3,763	10.13	19.19	3,836	7.23	3,594	4.51	7.05	89.93
2014/12	4,223	19.95	4,157	10.65	20.08	4,322	7.50	4,003	4.59	7.25	89.21
2015/01	4,296	18.18	4,236	10.33	18.36	4,545	7.33	4,206	4.50	7.00	90.01
2015/02	3,898	19.75	3,844	10.44	19.36	3,856	7.44	3,591	4.43	6.93	90.23
2015/03	4,250	19.13	4,177	10.12	18.55	4,382	7.03	4,097	4.40	6.92	91.38
2015/04	4,054	19.35	3,995	10.22	19.07	4,123	7.18	3,842	4.42	6.88	90.45
2015/05	4,362	19.12	4,287	10.23	18.97	4,351	6.87	4,052	4.35	6.58	91.46
2015/06	4,290	18.38	4,217	9.78	18.16	4,206	6.58	3,872	4.34	6.35	92.95
2015/07	4,329	17.47	4,253	9.34	17.10	4,133	6.16	3,795	4.03	5.94	94.36
2015/08	4,431	17.28	4,352	9.23	17.08	4,296	6.22	3,951	4.04	5.90	94.86
2015/09	4,339	18.49	4,281	9.53	18.03	4,270	6.65	3,909	4.13	6.18	93.81
2015/10	4,500	18.33	4,427	9.57	17.78	4,428	6.34	4,082	3.98	5.92	94.54
2015/11	179	17.87	175	8.86	17.79	186	6.54	167	3.74	5.62	93.41

First Ambulance On Scene [8],[9]

	Non Emergency Response (Priority 2)						Emergency Response (Priority 3)					
	Source Data		Validated Responses				Source Data		Validated Responses			
	Count	90th %	Count	Average	90th %	% OTP	Count	90th %	Count	Average	90th %	% OTP
2014/11	3,648	20.37	3,594	11.69	20.43	88.90	3,675	12.73	3,434	7.21	12.35	82.64
2014/12	4,029	22.14	3,982	12.55	22.22	86.86	4,121	13.38	3,813	7.58	12.93	81.01
2015/01	4,062	20.72	4,011	12.10	20.85	88.33	4,313	12.48	3,986	7.29	12.58	82.92
2015/02	3,688	21.68	3,639	12.21	20.99	87.88	3,676	13.41	3,417	7.27	12.21	82.29
2015/03	4,037	20.61	3,975	11.72	20.10	89.79	4,177	12.04	3,893	6.53	11.18	85.97
2015/04	3,849	21.20	3,799	11.93	20.65	88.58	3,906	12.18	3,627	7.00	11.25	85.72
2015/05	4,148	21.11	4,085	11.91	20.57	88.18	4,129	12.32	3,844	6.96	11.57	85.15
2015/06	4,065	19.96	4,015	11.29	19.63	90.88	3,993	12.12	3,678	6.83	10.98	86.49
2015/07	4,146	19.12	4,085	10.79	18.55	92.31	3,856	11.32	3,636	6.47	10.45	88.64
2015/08	4,255	18.77	4,169	10.65	18.18	93.07	4,133	10.98	3,756	6.34	10.15	89.57
2015/09	4,181	20.23	4,108	11.21	19.47	90.73	4,047	11.98	3,711	6.70	10.62	87.47
2015/10	4,288	20.49	4,226	11.25	19.61	90.58	4,233	11.39	3,900	6.50	10.40	88.74
2015/11	168	18.38	165	10.18	17.97	95.15	181	11.26	157	5.73	10.32	88.54

Exhibit B

SAN FRANCISCO FIRE COMMISSION

Fire Commission Regular Meeting
Thursday, November 19, 2015 - 4:00 p.m.
698 Second Street, Room 102 ■ San Francisco ■ California ■ 94107

AGENDA

Item No.

1. ROLL CALL

President	Andrea Evans
Vice President	Francee Covington
Commissioner	Stephen A. Nakajo
Commissioner	Michael Hardeman
Commissioner	Ken Cleaveland
Chief of Department	Joanne Hayes-White

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2. PUBLIC COMMENT

Members of the public may address the Commission for up to three minutes on any matter within the Commission's jurisdiction and does not appear on the agenda. Speakers shall address their remarks to the Commission as a whole and not to individual Commissioners or Department personnel. Commissioners are not to enter into debate or discussion with a speaker. The lack of a response by the Commissioners or Department personnel does not necessarily constitute agreement with or support of statements made during public comment.

3. APPROVAL OF THE MINUTES ***[Discussion and possible action]***
Discussion and possible action to approve meeting minutes.

a. Minutes from the Special Meeting on November 5, 2015.
b. Minutes from the Regular Meeting on October 21, 2015

4. ANNOUNCEMENTS

Please be advised that the December meetings will be held on the 1st and 3rd Thursdays of the month at 4:00 p.m., here at Headquarters. (December 3, 2015 and December 17, 2015)

Starting in January of 2016, Fire Commission Meetings will be held at City Hall, 1 Dr Carlton B Goodlett Pl, San Francisco, CA 94102, on the 2nd Wednesday of the Month starting at 9:00 a.m. in Hearing Room 416, and the 4th Wednesday of the Month starting at 5:00 p.m. in Hearing Room 400.

5. PRESENTATION FROM THE SURF RESCUE COMMITTEE [Discussion]
Presentation from the Surf Rescue Committee

4. CHIEF OF DEPARTMENT'S REPORT ***[Discussion]***
REPORT FROM CHIEF OF DEPARTMENT

Report on current issues, activities and events within the Department, including Fiscal Year 2015-2016 budgets.

REPORT FROM ADMINISTRATION
Report on the Administrative Divisions, Fleet and Facility status, Finance and Support Services within the Department.

6. UPDATE ON DEVELOPMENTS OF THE 150TH ANNIVERSARY COMMITTEE [Discussion]

7. UPDATE ON DEVELOPMENTS OF THE STRATEGIC PLANNING COMMITTEE [Discussion]

8. DISCUSSION ON THE H50 ASSISTANT CHIEF'S EXAM [*Discussion and possible action*]

9. COMMUNICATIONS
Communications to Commission received since last meeting of 11/5/15.

- Letter from Leonard Peoples dated 10/29/15

10. AGENDA FOR NEXT FIRE COMMISSION MEETING *[Discussion]*
Discussion regarding agenda for the December 3, 2015 regular meeting.

11. ADJOURNMENT

SAN FRANCISCO FIRE COMMISSION

NOTICE OF COMMISSION PROCEDURES

Commission Meeting Schedule and Location

The Fire Commission meets regularly on the 2nd and 4th Thursday of each month at Fire Department Headquarters, Room 102, 698 Second Street, San Francisco. The Commission is scheduled to meet the first and third Thursday's in November and December, 2015.

Starting in January of 2016, Fire Commission Meetings will be held at City Hall, 1 Dr Carlton B Goodlett Pl, San Francisco, CA 94102, on the 2nd Wednesday of the Month starting at 9:00 a.m. in Hearing Room 416, and the 4th Wednesday of the Month starting at 5:00 p.m. in Hearing Room 400.

Commission Office

The Fire Commission Office is located at 698 Second Street, Room 220, San Francisco, CA 94107. The Fire Commission telephone number is (415) 558-3451; the fax number is (415) 558-3413. The web address is www.sfgov.org/fire_comm/. Office hours are from 8:30 a.m. to 5:00 p.m., Monday through Friday.

Language Access

Per the Language Access Ordinance (Chapter 91 of the San Francisco Administrative Code), Chinese, Spanish and or Filipino (Tagalog) interpreters will be available upon requests. Meeting Minutes may be translated, if requested, after they have been adopted by the Commission. Assistance in additional languages may be honored whenever possible. To request assistance with these services please contact the Commission Secretary at (415) 558-3451, or fire.commission@sfgov.org at least 48 hours in advance of the hearing. Late requests will be honored if possible.

Information on Disability Access

The Fire Commission meeting room is wheelchair accessible. The closest accessible MUNI lines serving the Commission's meeting location and Office are the 15 Third, 42 Downtown Loop, and N Judah (Second and King Streets stop). Additional lines serving this location are the 30 Stockton and 45 Union. For more information about MUNI accessible services, call (415) 923-6142.

To obtain a disability-related modification or accommodation, including auxiliary aids or services, to participate in the meeting, please contact the Commission Secretary at least two business days before the meeting at (415) 558-3451 to make arrangements. Late requests will be honored, if possible.

To assist the City's efforts to accommodate persons with severe allergies, environmental illnesses, multiple chemical sensitivity or related disabilities, attendees at public meetings are reminded that other attendees may be sensitive to various chemical based products. Please help the City to accommodate these individuals.

Policy on use of Cell Phones, Pagers and Similar Sound-Producing Electronic Devices at and During Public Meetings

The ringing and use of cell phones, pagers and similar sound-producing electronic devices are prohibited at Fire Commission meetings. Please be advised that the Chair may order the removal from the meeting room of any person(s) responsible for the ringing or use of a cell phone, pager, or other similar sound-producing electronic device.

Documents for Public Inspection

Documents referred to in this agenda, if not otherwise exempt from disclosure, are available for public inspection and copying at the Fire Commission Office. If any materials related to an item on this agenda are distributed to the Fire Commission after distribution of the agenda packet, those materials, if not otherwise exempt from disclosure, are also available for public inspection at the Fire Commission Office, 698 Second Street, room 220, San Francisco, during normal office hours.

Know Your Rights Under The Sunshine Ordinance
(Chapter 67 of the San Francisco Administrative Code)

Government's duty is to serve the public, reaching its decisions in full view of the public. Commissions, boards, councils and other agencies of the City and County exist to conduct the people's business. This ordinance assures that deliberations are conducted before the people and that City operations are open to the people's review. For more information on your rights under the sunshine ordinance or to report a violation of the ordinance, contact the sunshine ordinance task force. You may contact the current Sunshine Ordinance Task Force Administrator, Frank Darby, Jr., as follows: Sunshine Ordinance Task Force, City Hall, Room 244, 1 Dr. Carlton B. Goodlett Place, San Francisco, CA 94102-4689, Phone: (415) 554-7724, Fax: (415) 554-5784, E-mail: sotf@sfgov.org. Copies of the Sunshine Ordinance can be obtained from the Clerk of the Sunshine Task Force, the San Francisco Public Library and on the City's Web site at http://www.sfgov.org.

San Francisco Lobbyist Ordinance

Individuals and entities that influence or attempt to influence local policy or administrative action may be required by the San Francisco Lobbyist Ordinance (San Francisco Campaign and Governmental Conduct Code sections 2.100 – 2.160) to register and report lobbying activity. For more information about the Lobbyist Ordinance, please contact the Ethics Commission at 30 Van Ness Avenue, Suite 3900, San Francisco, CA 94102, telephone (415) 581-2300, fax (415) 581-2317 and Web site: http://www.sfgov.org/ethics/.

SAN FRANCISCO FIRE COMMISSION

FIRE COMMISSION REGULAR MEETING
MINUTES
Thursday, November 19, 2015 – 4:00 p.m.
698 Second Street, Room 102

The audio recording has been uploaded to the FC Website at:
http://sanfrancisco.granicus.com/MediaPlayer.php?view_id=133&clip_id=24183

President Evans called the meeting to order at 4:09 PM.

1. ROLL CALL

Commission President	Andrea Evans	Present
Commission Vice President	Francee Covington	Present
Commissioner	Stephen Nakajo	Present
Commissioner	Michael Hardeman	Present
Commissioner	Ken Cleaveland	Present
Chief of Department	Joanne Hayes-White	Present
Ray Guzman	Deputy Chief – Administration	
Dan DeCossio	Bureau of Fire Prevention	
Richard Brown	Bureau of Fire Prevention	
Raemona Williams	Division of Training	
Tony Molloy	EMS	
Assistant Chiefs		
Bryan Rubenstein	Division 2	
Tom Siragusa	Division 3	
Staff		
Mark Corso	CFO	
Jesusa Bushong	Personnel Officer	

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2. PUBLIC COMMENT

Firefighter Kevin Salas spoke regarding funding for the Jaws of Life and if the Commissioners have ever seen a request for such. He described an incident involving a bus accident where the Jaws of Life wouldn't cut through the bus. He went on to express his frustration and anger and suggested that if there's a request for funding, they should buy some new jaws for the rigs and at least three or four backup pair.

3. APPROVAL OF THE MINUTES *[Discussion and possible action]*
Discussion and possible action to approve meeting minutes.

a. Minutes from the Special Meeting on November 5, 2015.

Commissioner Hardeman Moved to approve the 11/5/15 Special meeting Minutes.
Commissioner Cleaveland Seconded. Motion to approve above Minutes was unanimous.

a. Minutes from the Regular Meeting on November 5, 2015

Commissioner Cleaveland Moved to approve the 11/5/15 Regular Meeting Minutes. Commission Vice President Covington Seconded. Motion to approve November 5, 2015 Regular Meeting Minutes was unanimous.

There was no public comment.

4. ANNOUNCEMENTS

Please be advised that the December meetings will be held on the 1st and 3rd Thursdays of the month at 4:00 p.m., here at Headquarters. (December 3, 2015 and December 17, 2015)

Starting in January of 2016, Fire Commission Meetings will be held at City Hall, 1 Dr Carlton B Goodlett Pl, San Francisco, CA 94102, on the 2nd Wednesday of the Month starting at 9:00 a.m. in Hearing Room 416, and the 4th Wednesday of the Month starting at 5:00 p.m. in Hearing Room 400.

There was no public comment.

5. PRESENTATION FROM THE SURF RESCUE COMMITTEE [Discussion]
Presentation from the Surf Rescue Committee

Taken out of order due to technical difficulties

Captain Styles and Battalion Chief Castellanos's presentation is attached: http://sf-fire.org/node/791

Commissioner Cleaveland stated he appreciated the presentation and thought it was very good. He stated that the Surf Rescue program is a vital component of Fire Department Operations that we provide to the citizens of San Francisco. He asked if there is a certain time of the year where they have more marine rescues and need to beef up personnel. Chief Castellanos confirmed that it is constant year around. Commissioner Cleaveland also inquired as to what they are predicting for El Nino. Chief Castellanos stated that they are anticipating that El Nino would most likely affect boating vessels and fishing vessels. He added that they work alongside the Coast Guard, although the Coast Guard does not have rescue swimmers. Commissioner Cleaveland asked why SF Ocean Beach didn't have lifeguards year round. Chief Castellanos indicated it was because of funding and that lifeguarding is a seasonal position. Chief Castellanos expressed his desire to create a Marine Unit, in addition to the Surf Rescue Program, where he envisions a firehouse close to the water. Commissioner Cleaveland concluded by stating it would be a good idea to sit down with the Port Authority and their real estate people to discuss a location for a Marine Unit.

Commissioner Nakajo thanked them for their presentation and commented that they always enjoy the special Unit presentations. He added that he thinks the best way for the Commissioners to get educated and grasp the enormity of water rescue, is by presentations from the members who are performing the tasks. He continued that these kinds of projections on future planning are part of a strategic plan and it takes money and funding, but he would rather have a budget that pays for Jaws of Life or an extra truck. He thinks that it is also discussion that everyone is interested in, particularly because of the growth of San Francisco.

Vice President Covington thanked Chief Castellanos and Captain Styles for their presentation. She asked for clarification in the distinction between a Marine Unit and their recommendation for a firehouse on the water. Chief Castellanos explained that that

response is everything so a Marine Unit close to the water but not on the water where personnel and resources can be dispatched immediately. Their sole responsibility would be all activities that take place on the bay or in the ocean and that's all they would respond to. Because of the popularity and the number of activities that are taking place on the bay, that quick response would enhance our ability to assist citizens whenever getting in any type of aquatic emergencies. Our first priority, number one, is not a recovery mission, it is to save lives. A Marine Unit would make us more effective in saving lives.

Vice President Covington asked about helicopter rescues and who owns the helicopter. Chief Castellanos replied that they call the CHP when a helicopter is needed. He added that CHP are always ready to train with SFFD and they are very good. There is skill and technique involved in helicopter rescues and it is a quick way to get rescue swimmers to the site of the emergency. Vice President Covington stated she thought it would be good to highlight these services to members of the public. Vice President Covington also asked how Ocean Beach was determined to be the most dangerous beach in America. Captain Styles responded that the United States Lifeguard Association deemed it the most dangerous after 15 people drowned in 1998.

Commissioner Hardeman thanked them for their presentation. He went on to describe an incident he was involved in when he was a teenager and was swimming in Ocean Beach and got swept out from the pier ladder and got injured trying to get back to land.

President Evans thanked them for their presentation. She added that the work they do is amazing and incredibly dangerous. President Evans asked what the Units average staffing consists of. Chief Castellanos commented that if there's a surf rescue incident they need to have at least 10 swimmers to respond. President Evans stated that she thinks the Department should be working toward dedicated staffing for the unit, particularly during those heavy, spring, summer, and early fall months. She also supports hazard pay. She stated that while they are looking at the strategic planning process right now, a lot of these various issues should be addressed and given some careful consideration. Lastly, she stated that with regard to the dedicated Marine Unit, she thinks it is a very interesting idea and is something to consider as the city grows, particularly with TI and all the developments going on.

There was no public comment.

6. CHIEF OF DEPARTMENT'S REPORT *[Discussion]*

REPORT FROM CHIEF OF DEPARTMENT

Report on current issues, activities and events within the Department, including Fiscal Year 2015-2016 budgets.

Chief Hayes-White Chief Hayes-White's report covered the period since the last meeting on November 5, 2015.

In regards to the Budget, Chief Hayes-White mentioned she was awaiting instructions from the Mayor's Budget Office for the next fiscal year. She announced that they would be reconvening the Budget Committee and everyone who served last year has expressed an interest in serving on the upcoming Budget Committee. She also announced that James Reidy was selected as the Water Supply Officer and she thinks it will enhance our ability to fully monitor AWSS. She touched on other changes in personnel, setting up interviews for positions that were budgeted for the Department and putting together a hiring/staffing plan. She addressed the upcoming retirements that they are anticipating and gaining some ground from the years that they weren't able to hire for those that had retired.

Chief Hayes-White talked about the 118th Academy class and stated they will be graduating on December 18, 2015. She stated that they are projecting the 119th Academy will start on January 25, 2016 and be comprised of 54 recruits, 42 off the eligible list and 12 from Station 49.

Chief Hayes-White touched briefly on the status of the H-8's, and acknowledged all the good work that everyone has done to get them on board, particularly Tony Molloy, who has really stepped up to get us to where we are in the H-8 process.

Chief Hayes-White discussed members' concerns at the Airport regarding the rebuild of Station 3. They are addressing the issues and have hired an independent third party to do air quality and noise studies.

She talked about the Veteran's Day Parade, American Legion Post 456 dinner, and the Salvation Army luncheon that she and other members attended. She added that Firefighter Adam Wood and Firefighter Greg Collaco were honored at the American Legion Post 456 dinner for their incredible act of courage during a fire at 24th and Treat.

Chief Hayes-White confirmed that they are still actively looking at whether the training facility can remain at the current location or identify another area on Treasure Island or in the City.

Commissioner Nakajo asked for clarification on the class makeup for the 119 Academy class that will start on January 25, 2016. Chief Hayes-White explained it will be a class for 54, 12 from Station 49 and 42 off the eligible list. Sixteen are currently going through medicals and backgrounds.

Commissioner Cleaveland asked if the H-8's are going to be deployed for the Super Bowl event. Chief Gonzales stated that they are relying on voluntary overtime and will offer it to current members first and if there are still some shifts available they will tap into the H-8's. He added that the Department is prepared and committed to have abundant staffing for the event.

Commissioner Cleaveland inquired about the Health Bond Committee and he said that he would be interested in participating, and getting the monies needed to build a new EMS headquarters. He also suggested keeping the Treasure Inland Training Facility on the front burner.

Vice President Covington asked the Chief to touch on the challenges with the Jaws of Life. Chief Hayes-White stated Chief Guzman would be addressing that in his report. Vice President Covington also asked if the Director of Capital Planning has been invited to present at a future Commission meeting. Chief Hayes-White suggested it would be more practical to ask him to present when we move to City Hall for our meetings.

Vice President Covington also asked how the search for a Nurse Practitioner is going. Jesusa Bushong answered that there have been challenges in terms of getting qualified applicants for the nurse practitioner, because they are looking for the occupational health certificate but in the last month they posted in some professional journals; California Association of Nursing Health Practitioners,. Since then, they have received about seven new resumes, which Dr. Terrazas has for review.

President Evans asked for a copy of the report from the Industrial Hygienist at the Airport. Chief Hayes-White said she would share it once she received it.

REPORT FROM ADMINISTRATION
Report on the Administrative Divisions, Fleet and Facility status, Finance and Support Services within the Department.

Chief Guzman presented his administrative report for the month of November, 2015.

- Support Services Division continues to manage all of our ESER 2010 projects. All roof, window, mechanical, and exterior envelope projects are complete.

1. Pump Station 1 project at headquarters continues and hopefully will be done in March of 2016. We're replacing four generators that power our four pumps in the basement along with the emergency generator. Station 16 permits are currently under review with an anticipated start date of the fall of 2016.

2. Station 5, structure documents continue to be developed with an anticipated start of late fall, 2016. We've received four bids for our two new rescue squads. That should be awarded by the end of this month. And we've been working with Central Shops on our new engine specs to reduce the profile and keeping our commitment to Vision Zero.

3. The Health and Safety Bond, 2016, meetings have been ongoing for about a year and a half now. We are requesting 44 million and still shooting for June of 2016 to put the Bond on the ballot.

- Division of Training, Chief Williams and her staff are very busy with the 118th academy class. They're in the 13th of a 17-week academy. We're down 12 recruits, Nine from Station 49 and three from the list. They are scheduled to graduate December 18th. With regard to the high failure rate of Station 49, the Administration, Chief of Department, and Local 798 have come together to put in an assessment program prior to entering the academy, to see if will benefit members from station 49. Division of Training is also conducting one-year testing for 117th recruit academy.

- Division of Homeland Security. Chief Francisco has been very busy with planning for Super Bowl 50.

    - To Vice President Covington's question about hydraulic rescue tools, we have requested rescue tools in the past as part of our annual equipment request. However, these requests are lumped together with apparatus, PPE, defibrillators, PWSS, and SCBA. We continue to ask for more support with financing and we always try to get grants. In 2014, the AFG grant we put in for 25 hydraulic units to the tune of $754,000. We received notice three weeks ago that we were denied for that request. We will continue to apply for these AFG grants. Since 2014 we've been trying to do everything we can to get the new hydraulic tools that are on the market. We have negotiated to launch a pilot program to begin December 14th with Hearst and Homacho. They've agreed to do a six-month pilot program where we will place one set of Jaws on Rescue One, another set on Rescue Two. After three months we'll swap those units and at the end of six month trial, we will do a poll and see which unit is best for our needs. But we will have more rescue tools in the system very shortly.

- Fireboat update: There have been challenges with Vigor's electrical contract and it went out of business. We hope to receive TIA, (Time and Impact Analysis) report by the end of this week from Jensen Marine who is the construction manager for that project. Once we get that TIA, we'll be able to sit down and determine what the impacts of that delay will be, but right now we just don't know.

- A milestone happened with that project where the pilot house is now made into the main body of the vessel. So that project continues to move forward as best as it can.

- Investigative Services -- Acting Captain Sheila Hunter conducted 31 random alcohol and drug tests this recording period, five of which were conducted on nights or weekends. She has also been busy conducting background investigations for the 119th recruit academy. The assignment office has been busy with assignment changes.

Commission Cleaveland asked why there was such a high failure rate from the 118th Academy. Chief Guzman responded that it was a variety of issues, including injury, family reasons, resignations and for not meeting the standards of the training.

There was no public comment.

7. UPDATE ON DEVELOPMENTS OF THE 150TH ANNIVERSARY COMMITTEE [Discussion]

Vice President Covington gave the following update:

> To be brief, there have been a number of ongoing meetings with city leaders and members of the Steering Committee. Yesterday, the Chief of the Department, the Mayor's Chief of Staff, the City's Protocol Chief, a couple of members of the San Francisco Fire Department staff, and Dave Ebarle who is serving as co-chair of the Steering Committee and myself all met, to go over the nine-month-long celebration and we had a very good discussion. Fund raising has begun, and I would personally like to thank Commissioner Cleveland for spearheading the gift of $5,000 from BOMA to sponsor the Lilly Coit and volunteer day. So thank you again, Commissioner Cleveland, for your leadership on that. And I also want to thank Commissioner Nakajo for working very closely with me on the firefighter and paramedic film festival. We're making good progress. And we will be reaching out to members of the Department to ask them to join the various committees.

There was no public comment.

8. UPDATE ON DEVELOPMENTS OF THE STRATEGIC PLANNING COMMITTEE [Discussion]

President Evans gave the following update:

> I will try to be as brief as Vice President Covington. The Strategic Planning Committee met recently and spent quite a lot of time talking through facilities and began conversations regarding partnerships that the department has had. One thing I'll mention, just because it has come up a couple times this evening regarding outreach to the community, is an idea to create boards, the Police Department's Boards has, but it would be called Battalion Advisory Boards with the idea we would go and meet in the community on a more regular basis so we can share what's going on in the Department, what our needs are, and really be more active and use our neighbors as advocates for the department. We have two meetings coming up soon; one on November 30th, the other on December 3rd, with representatives from the Mayor's Office, the Budget Office, the

Controller, and Capital Planning. I have some concerns about that meeting, which I have shared in that I don't think our committee is quite ready to share with the outside world where we're at and what the priorities and needs of the Department are. So I do have some concerns that it's premature. I've asked the Mayor's Chief of Staff to push it back. He's not willing to do that so the meeting is going forward December 3rd. To be honest, I'm not sure that I'm going to participate in that meeting because I don't think it's the time. I have a concern that outside voices will try to shape our strategic plan rather than having the department shape it. I'm not expecting that they're going to fund everything that we need but I would rather see it come out of the department and then be told what is and isn't going to happen rather than in the middle of our process getting kind of sidetracked by what constraints they might want to put on our thinking and our planning. I'm still thinking that through but that's what's on the agenda. And then after that I think we'll kind of break off into subcommittees and really dive a little bit deeper into some more of the work.

There was no public comment.

9. DISCUSSION ON THE H50 ASSISTANT CHIEF'S EXAM [*Discussion and possible action*]

Taken out of order at 5:45

Dave Johnson, manager of the Public Safety Team from the Department of Human Resources introduced himself.

President Evans explained that she had asked that it be put on the agenda because some issues had been brought to her attention and she thought maybe the Commission was going to need to reach out to the Civil Service Commission regarding this exam but it's been resolved. She added that it brought to mind something the Strategic Planning Committee has been talking about, which is the training and promotional opportunities for people in the department and how we go about making sure there's transparency regarding the criteria. In this instance there was a situation where the testing criteria would have required the applicants to be permanent Battalion Chiefs off of probation. In the past however, members on probation have been able to sit for promotional exams and that impacted several individuals who have permanent employment but are still on probation. She continued that it is incumbent upon everyone to make sure that everyone knows what the process is, and that it's important to have a conversation about the promotional process and the H-50 in particular since those are the current and future leaders of the department.

Mr. Johnson gave the following explanation and update on the promotional process.

"in most of Civil Service exam processes, the completion of probation is a requisite for competing in the next rank or position or level in the class because it's at that point where you're assumed to work at the journey level. That implies that there is a lot of meaning to that probation, and that varies from department to department. So for this particular instance for the H-50 Assistant Chief, we looked at what we did for the last Assistant Chief process in 2010 where it required permanent employment and completion of probation. Hence, the announcement went out that way, went to the union that way, went to the Department that way, and that's the way we published it. Then we have appeals and protests, and we look back at the last two announcements for Battalion Chief to discover that they required only permanent employment. And then the condition that

people who had not completed probation would be placed under waiver until such time as they completed probation. In discussion with the department and Civil Service Commission executive officer, we relied on Civil Service Rule 310.4 which gives the director of human resources the authority to repost an announcement in the presence of appeals and protests. And we took advantage of that rule and reposted the announcement. And such reposting is not subject to protest or appeal. Hence, the reposting and reopening of the announcement which closed yesterday morning at 0800. So it was open for a 24-hour period reflecting permanent appointment but not having necessarily completed probation. Going forward, we're going to enter into a series of discussions with the Department and the employee groups regarding their operational needs and the best way to move ahead. We want to be consistent with the rules. We want to be consistent with the class specifications. And I think it's most important that we recognize the Department as operational concerns and align with that. So I would say no later than probably January, we'll begin those discussions and come up with a plan so that everyone in the department knows what's required to qualify to take a promotional exam."

Commissioner Cleaveland asked Mr. Johnson what the probation period is. Mr. Johnson answered that for an entry level firefighter it is one year and every other promotional rank is six months.

Vice President Covington asked for clarification on the reposting. Mr. Johnson explained that Civil Service rule, 310.4 as it stands now, will always grant the director of Department of Human Resources the authority to repost in the presence of appeals and protests of the announcement or qualifications. He added that they are hoping that the discussion with the Department will eliminate any future appeals and protests because everyone will know going in what the requirements are. Vice President Covington asked Mr. Johnson to express to the director that she is appreciative of the reposting.

President Evans asked when the H-50 exam will be administered. Mr. Johnson replied it is tentatively scheduled for February, and they anticipate sending notices to the candidates tomorrow, but no later than Monday, wherein they will identify specific dates and issues of concern to the candidates.

President Evans suggested considering ways that benefit members to complete their probation when there is such a lag from when they apply to actually taking the exam. Mr. Johnson agreed, but stated that it would be difficult to do because promotions from the Fire Department's stand point are based on separations, and those are very difficult to predict. Mr. Johnson explained how the exam process worked. He stated that they are working with Fields Consulting as well as subject matter experts. The content of the exam is driven by job analysis and has a lot to do with the subject matter experts from within the Fire Department. He added that they cannot have an end product that does not reflect the policies and procedures of the Department. He added that the outside experts are very good at a broader perspective, but they need the inside perspective to make sure that the list will be able to reproduce and predict success in the Department. Chief Hayes-White explained how the subject matter experts are chosen.

There was no public comment.

10. COMMUNICATIONS
Communications to Commission received since last meeting of 11/5/15.

- Letter from Leonard Peoples dated 10/29/15

There was no public comment.

11. AGENDA FOR NEXT FIRE COMMISSION MEETING ***[Discussion]***
Discussion regarding agenda for the December 3, 2015 regular meeting.

- Super Bowl 50 update
- Willman Resolution

There was no public comment.

12. ADJOURNMENT
President Evans adjourned the meeting at 7:09 PM.

SAN FRANCISCO FIRE COMMISSION

FIRE COMMISSION SPECIAL MEETING
December 3, 2015 – 3:00 PM
698 Second Street, Room 221, San Francisco, CA 94107

AGENDA

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Item No.
1. ROLL CALL

Commission Vice President Francee Covington, Hearing Officer
President Andrea Evans
Commissioner Stephen Nakajo
Commissioner Michael Hardeman

2. CASE NO. 2015-02: COMMISSION DELIBERATIONS ON PROPOSED FINDINGS OF FACT, AND POSSIBLE APPROVAL OF FINDINGS OF FACT REGARDING COMMISSION'S DECISION ON EMPLOYEE SUSPENSION APPEAL ***[Action item]***

In accordance with Article 40, Section 4005 of the Rules and Regulations the employee has appealed a ten-day suspension for violation of the Rules and Regulations as follows:

Section 3905 – Familiarity with the Rules
Section 3907 – Safety Rules
Section 3919 – Proper Behavior
Section 3923 – Acts Detrimental to the Welfare of the Department
Section 3940 – Unauthorized Use or Disposition of Property
Section 3941 – Use of Department Vehicles
Section 4002 – Off Duty Conduct

At a Special Meeting of the Fire Commission on November 5, 2015, regarding the above-noted matter, following the evidentiary hearing, the Commission deliberated and decided the member's appeal of a ten-day suspension previously imposed by the Chief of Department in the above-noted matter.

Member pled guilty to the charges of violating San Francisco Fire Department Rules and Regulations Section 3905 – Familiarity with the Rules; Section 3907 – Safety Rules; Section 3919 – Proper Behavior; Section 3923 – Acts Detrimental to the Welfare of the Department; Section 3940 – Unauthorized Use or Disposition of Property; Section 3941 – Use of Department Vehicles; and Section 4002 – Off Duty Conduct.

By unanimous vote of members present, the Commission voted to impose discipline on the violations of Sections 3923, 3940, 3941, and 4002 only. (Ayes: Evans, Covington, Nakajo, Hardeman). Accordingly, the Commission voted to reduce the Chief's recommended penalty to a 2-day suspension, by a unanimous vote of members present. (Ayes: Evans, Covington, Nakajo, Hardeman).

The Commission is now considering proposed Findings of Fact in relation to that decision.

This case may be heard in Closed Session pursuant to Government Code Section 54957(b) and San Francisco Administrative Code Section 67.10(b).

A. Public Comment on Special Meeting Agenda Item; Possible Closed Session

Members of the public may comment on Agenda items No. 2, including the proposed Findings of Fact and whether to consider the matter in Closed Session. [Government Code §54954.3(a), Administrative Code §67.15(b)]

B. Vote on Closed Session:

1. Vote on whether to conduct deliberations on proposed Findings of Fact in Closed Session. ***[Action]***

C. Deliberations and Possible Action

1. Deliberations and possible action on proposed Findings of Fact (in Open or Closed Session, per the Commission's vote). ***[Action]***

D. If Closed Session is held, reconvene in Open Session

1. Report on any action taken in Closed Session as specified in California Government Code Section 54957.1(a)(5) and San Francisco Administrative Code section 67.12(b)(4).

2. Vote to elect whether to disclose any or all discussions held in Closed Session, as specified in San Francisco Administrative Code Section 67.12(a). ***[Action]***

3. ADJOURNMENT

SAN FRANCISCO FIRE COMMISSION

NOTICE OF COMMISSION PROCEDURES

Commission Meeting Schedule and Location

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Commission Office

The Fire Commission Office is located at 698 Second Street, Room 220, San Francisco, CA 94107. The Fire Commission telephone number is (415) 558-3451; the fax number is (415) 558-3413. The web address is www.sfgov.org/fire_comm/. Office hours are from 8:30 a.m. to 5:00 p.m., Monday through Friday.

Language Access

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Know Your Rights Under The Sunshine Ordinance
(Chapter 67 of the San Francisco Administrative Code)

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SAN FRANCISCO FIRE COMMISSION

MINUTES OF FIRE COMMISSION SPECIAL MEETING
December 3, 2015 – 3:00 PM
698 Second Street, Room 221, San Francisco, CA 94107

President Evans called the meeting to order at 3:07 PM.

Item No.
1. ROLL CALL

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Commission Vice President Francee Covington, Hearing Officer
President Andrea Evans
Commissioner Stephen Nakajo
Commissioner Michael Hardeman
Commissioner Ken Cleaveland

Also Present:
Brad Russi, Deputy City Attorney, Government Team – Counsel to the Commission
Maureen Conefrey, Commission Secretary

2. CASE NO. 2015-02: COMMISSION DELIBERATIONS ON PROPOSED FINDINGS OF FACT, AND POSSIBLE APPROVAL OF FINDINGS OF FACT REGARDING COMMISSION'S DECISION ON EMPLOYEE SUSPENSION APPEAL ***[Action item]***

In accordance with Article 40, Section 4005 of the Rules and Regulations the employee has appealed a ten-day suspension for violation of the Rules and Regulations as follows:

Section 3905 – Familiarity with the Rules
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Section 3919 – Proper Behavior
Section 3923 – Acts Detrimental to the Welfare of the Department
Section 3940 – Unauthorized Use or Disposition of Property
Section 3941 – Use of Department Vehicles
Section 4002 – Off Duty Conduct

At a Special Meeting of the Fire Commission on November 5, 2015, regarding the above-noted matter, following the evidentiary hearing, the Commission deliberated and decided the member's appeal of a ten-day suspension previously imposed by the Chief of Department.

Member pled guilty to the charges of violating San Francisco Fire Department Rules and Regulations Section 3905 – Familiarity with the Rules; Section 3907 – Safety Rules; Section 3919 – Proper Behavior; Section 3923 – Acts Detrimental to the Welfare of the Department; Section 3940 – Unauthorized Use or Disposition of Property; Section 3941 – Use of Department Vehicles; and Section 4002 – Off Duty Conduct.

By unanimous vote of members present, the Commission voted to impose discipline on the violations of Sections 3923, 3940, 3941, and 4002 only. (Ayes: Evans, Covington, Nakajo, Hardeman). Accordingly, the Commission voted to reduce the Chief's recommended penalty to

a 2-day suspension, by a unanimous vote of members present. (Ayes: Evans, Covington, Nakajo, Hardeman).

The Commission is now considering proposed Findings of Fact in relation to that decision.

This case may be heard in Closed Session pursuant to Government Code Section 54957(b) and San Francisco Administrative Code Section 67.10(b).

A. Public Comment on Special Meeting Agenda Item; Possible Closed Session

Members of the public may comment on Agenda items No. 2, including the proposed Findings of Fact and whether to consider the matter in Closed Session. [Government Code §54954.3(a), Administrative Code §67.15(b)]

President Evans called for public comment. No member of the public came forward and President Evans closed public comment.

B. Vote on Closed Session:

1. Vote on whether to conduct deliberations on proposed Findings of Fact in Closed Session. ***[Action]***

Vice President Covington made a motion to hold deliberations in Closed Session. Commissioner Cleaveland seconded, and the motion was unanimously approved. (5-0; Evans, Covington, Nakajo, Hardeman, Cleaveland)

The Commission held deliberations in Closed Session at 3:10 p.m.

C. Deliberations and Possible Action

1. Deliberations and possible action on proposed Findings of Fact (in Open or Closed Session, per the Commission's vote). ***[Action]***

The Commission reconvened in Open Session to report action taken at 3:23 p.m.

Action Taken:
By unanimous vote of 5-0, the Commission adopted the proposed Findings of Fact as presented by Counsel for the Department. The Findings will be finalized by Counsel for the Commission, working with the Commission Secretary, and issued to the parties. There was no public comment.

D. If Closed Session is held, reconvene in Open Session

1. Report on any action taken in Closed Session as specified in California Government Code Section 54957.1(a)(5) and San Francisco Administrative Code section 67.12(b)(4).

2. Vote to elect whether to disclose any or all discussions held in Closed Session, as specified in San Francisco Administrative Code Section 67.12(a). ***[Action]***

Commissioner Hardeman made a motion to not disclose discussions held in Closed Session. Commissioner Cleaveland seconded, and the motion was unanimously approved. (5-0; Evans, Covington, Nakajo, Hardeman Cleaveland)

There was no public comment

3. ADJOURNMENT

President Evans adjourned the meeting at 3:24 p.m.

SAN FRANCISCO FIRE COMMISSION

Fire Commission Regular Meeting
Thursday, December 3, 2015 - 4:00 p.m.

698 Second Street, Room 102 ■ San Francisco ■ California ■ 94107

AGENDA

Item No.

1. ROLL CALL

President	Andrea Evans
Vice President	Francee Covington
Commissioner	Stephen A. Nakajo
Commissioner	Michael Hardeman
Commissioner	Ken Cleaveland
Chief of Department	Joanne Hayes-White

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2. GENERAL PUBLIC COMMENT

Members of the public may address the Commission for up to three minutes on any matter within the Commission's jurisdiction and does not appear on the agenda. Speakers shall address their remarks to the Commission as a whole and not to individual Commissioners or Department personnel. Commissioners are not to enter into debate or discussion with a speaker. The lack of a response by the Commissioners or Department personnel does not necessarily constitute agreement with or support of statements made during public comment.

3. APPROVAL OF THE MINUTES *[Discussion and possible action]*
Discussion and possible action to approve meeting minutes.

- Minutes from Regular Meeting on November 5, 2015

4. PRESENTATION FROM GUARDIANS OF THE CITY AND REQUEST FOR WILLMANN TRUST EXPENDITURES *[Discussion and possible action]*
Report from Guardians of the City. Discussion and possible action regarding a request for the expenditure of funds from the Willmann Trust related to the SFFD's 150th Anniversary.

5. UPDATE ON THE PLANS SURROUNDING SUPER BOWL 50 [Discussion]
Update from Assistant Deputy Chief Shane Francisco on the plans surround Super Bowl 50

6. CHIEF OF DEPARTMENT'S REPORT *[Discussion]*

REPORT FROM CHIEF OF DEPARTMENT
Report on current issues, activities and events within the Department, including Fiscal Year 2015-2016 budget.

REPORT FROM OPERATIONS
Report on overall field operations, the Bureau of Fire Prevention & Investigation, Airport Division.

7. **COMMUNICATIONS**

Communications to Commission received since last meeting of November 19, 2015.

- Letter from Diana Arsham
- Letter from Thomas E. Harvey
- Letter from UEG
- Email from Joe Treinen

8. **FIRE COMMISSION MEETING CALENDAR 2016** ***[Discussion and possible action]***

Discussion and possible action to adopt the 2016 Fire Commission Regular Meeting calendar.

9. **AGENDA FOR NEXT FIRE COMMISSION MEETING** ***[Discussion]***

Discussion regarding agenda for the December 17, 2015 regular meeting.

10. **ADJOURNMENT**

SAN FRANCISCO FIRE COMMISSION

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SAN FRANCISCO FIRE COMMISSION

FIRE COMMISSION REGULAR MEETING
MINUTES
December 3, 2015 – 4:00 p.m.
698 Second Street, Room 102

The audio file has been uploaded onto the Fire Commission Website at:
http://sanfrancisco.granicus.com/MediaPlayer.php?view_id=133&clip_id=24262

President Andrea Evans called the meeting to order at 4:06 PM

1. ROLL CALL

Commission President	Andrea Evans	Present
Commission Vice President	Francee Covington	Present
Commissioner	Stephen Nakajo	Present
Commissioner	Michael Hardeman	Present
Commissioner	Ken Cleaveland	Present
Chief of Department	Joanne Hayes-White	Present

Mark Gonzales	Deputy Chief – Operations
Ray Guzman	Deputy Chief – Administration
Ken Lombardi	Support Services
Dan De Cossio	Bureau of Fire Prevention
Assistant Chiefs	
Bob Postel	Division 2
Dave Franklin	Division 3
Staff	
Clement Yeh	EMS Medical Director
Mark Corso	CFO

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2. GENERAL PUBLIC COMMENT

There was no public comment.

3. APPROVAL OF THE MINUTES *[Discussion and possible action]*

Discussion and possible action to approve meeting minutes.

- Minutes from Regular Meeting on November 5, 2015

President Evans suggested that the following be added to the minutes: On page four, towards the end of the paragraph where Chief Gonzalez was talking about the backlog at the Bureau of Fire Investigation, he produced some data showing how the backlog had grown over time, and she wanted to have that log included in the minutes. On page five, the last line there, talking about the discussion on response times, she wanted the Commission Secretary to make note of where that can be found in Chief Gonzalez's report.

Commissioner Hardeman moved to approve the Minutes as amended. Commissioner Cleaveland seconded. Motion to Adopt Minutes as amended was unanimous.

There was no public comment.

4. PRESENTATION FROM GUARDIANS OF THE CITY AND REQUEST FOR WILLMANN TRUST EXPENDITURES *[Discussion and possible action]*
Report from Guardians of the City. Discussion and possible action regarding a request for the expenditure of funds from the Willmann Trust related to the SFFD's 150th Anniversary.

James Lee, Chair of Guardians of the City, along with David Ebarle and Michael Braun gave the following overview and history of the Guardians of the City and the Willmann Trust and is paraphrased from the transcript.

> Guardians of the City was incorporated in 2010 after the 2006 Centennial of the earthquake and fire. We noticed that during that Centennial celebration there was a need to actively collect, preserve, and maintain the history of the San Francisco Fire Department at its present state. So as we approached the 150th Anniversary of the founding of the San Francisco Fire Department as a paid department, our Apparatus Committee, which is standing behind me, put together a list of what we consider to be "as needed" types of repairs and maintenance to our current fleet of antique and memorabilia. I would remind the Commission that this is still regarded as city property but it has never been funded or maintained by the City. It's always been through volunteer work or through the auspices of charity, which the Guardians of the City is a 501(C)(3), so that helps us out. What we're asking for, is that funds be allocated to the immediate maintenance and as needed, but it's mainly to make sure that it is safe, the maintenance is safe and that the apparatus can be moved safely without any further deterioration or accidents.
>
> Let me address what Otto Willmann and the Willmann Trust was. In 1984, the San Francisco Fire Department received a very generous gift from the estate of Otto Willmann. Otto Willmann was a San Francisco firefighter who thoroughly enjoyed and loved this Department. Upon his death, he created a trust that would maintain the health and welfare of his sister. Upon her demise, that money would be transferred into the San Francisco Fire Department to be used for historical memorabilia and apparatus restoration and repair. We are asking that the money be taken out of the Willmann Trust to be used for the specific purposes that I stated in my letter of November 30, 2015.

Questions and answers ensued and it was suggested that the Guardians of the City provide updates on the Willman Trust account on a yearly basis as well as updates on the fund raising efforts. At the call of the Chair, this matter was continued to the next Fire Commission meeting so that everyone has a chance to read and consider the draft resolution and implement necessary changes to the wording of the resolution.

There was no public comment.

5. UPDATE ON THE PLANS SURROUNDING SUPER BOWL 50 [Discussion]
Update from Assistant Deputy Chief Shane Francisco on the plans surround Super Bowl 50

Assistant Deputy Chief Shane Francisco's PowerPoint Presentation is attached: http://sf-fire.org/sites/default/files/Images/SB50%20Brief%20for%20Fire%20Commission.pptx

Chief Francisco explained the Fire Department's preparedness in regards to Super Bowl 50. He stated that there are a number of sanctioned and non-sanctioned events, which will take

place throughout San Francisco. Chief Francisco explained that the SFFD is responsible for providing services to the sanctioned events. The Fire Department has been working with multiple city agencies to organize and help put on this event and the surrounding events safely.

Vice President Covington thanked Chief Francisco for his thorough presentation. Vice President Covington asked about the Fire Department's Multi-Casualty Transport, (MCT). She suggested a naming opportunity for the MCT, and asked if the busses would be deployed or if they would be on standby until needed. Chief Francisco answered that they would look into their options about having it on standby as normal, or having and paying a driver to be ready and on standby during the entire time. Chief Francisco explained that all options are being considered at this time, but are not finalized. Vice President Covington encouraged that the funds be expended on having the MCT deployed.

Vice President Covington asked if there was additional allocation of funding received. Chief Francisco explained that $250,000 was received to cover overtime so 9-1-1 does not have to be impacted during the events. Chief Hayes-White added that they are planning to spend within the allotted budget.

Commissioner Nakajo thanked Chief Francisco for his presentation and asked how many representatives are involved in the command center. Chief Francisco explained that there are members in the department who handle other sections and together they will develop the event action plan.

President Evans thanked Chief Francisco and asked about the mutual aid plans. Chief Francisco stated that they will be developing new mutual aid plans for the Super Bowl as well as tailoring existing aid. President Evans asked if there was a new academy class starting on January 25, 2016. Chief Hayes-White responded that the 119th class would be starting right after the Super Bowl.

There was no public comment.

6. CHIEF OF DEPARTMENT'S REPORT *[Discussion]*

REPORT FROM CHIEF OF DEPARTMENT
Report on current issues, activities and events within the Department, including Fiscal Year 2015-2016 budget.

Chief Hayes-White stated that since the last meeting, they received budget instructions from the Mayor's Budget Office. She explained that the Mayor is asking for reductions of about 1.5%, which equates to approximately $800,000. She talked about the recent Budget and Strategic Planning meetings. Chief Hayes-White personally acknowledged Firefighter Stephen McGuire who stepped up and represented the recent Strategic Plan Committee at the meeting. She added that she would like to try to get one more meeting in by the end of the year.

Chief Hayes-White mentioned that the 118th class, a class of 45, will be graduating on December 18th. She explained the process on filling the upcoming academy classes as well as interviews and openings within the Department. Chief Hayes- White introduced Dr.

Yeh, who is shepherding the process to find the right person for an open EMS 6 position. Dr. Yeh stated that the process is moving forward and he is excited about the candidates who have shown interest in the position.

Chief Hayes- White stated that supervision of Station 49 has still not reached agreement, but it is a work in progress. She also stated that Chief Lombardi is working on the Health Bond. Chief Hayes-White reported about the legitimate safety concerns regarding the relocation of Station 3 at the Airport. Chief Hayes-White stated that the BOS Budget and Finance Committee approved the SAFER Grant.

Chief Hayes White acknowledged Vice President Covington for attending the meeting at City Hall regarding the 150th Anniversary. She also acknowledged Dave Ebarle and Mindy Talmadge who have periodically been going to the Academy of Art University classes where phenomenal work has been done for the Department's official logo. Chief Hayes-White acknowledged Assistant Chief Burke because he heads the meritorious committee.

Commissioner Cleaveland thanked Chief Hayes-White for her report. Commissioner Cleaveland stated that he looks forward to the final product of the strategic plan. He suggested that a long-term maintenance plan and program be put in place. He stated that if there is an ongoing fiscal need, they should take it to the voters. Chief Hayes- White agreed with this.

Commissioner Cleaveland asked who is raising concerns about the safety of Station 3. Chief Hayes-White answered that the concerns are coming from the members and that the Department is working with Adam Wood of Local 798, to make sure everyone is comfortable in their workspace.

Regarding the EMS-6 Program, Commissioner Cleaveland acknowledged that Dr. Yeh is the right person for the hiring process. Chief Hayes- White stated that a date to pick the finalist has not been set yet.

Commissioner Nakajo thanked President Evans and Chief Hayes- White. Commissioner Nakajo acknowledged and was appreciative of the scheduling of the H-2 and H-3 classes. Commissioner Nakajo confirmed with Chief Hayes -White that there was going to be three classes during the 2016 calendar year.

Commissioner Nakajo stated that CPMC was interested in scheduling a meeting regarding the EMS-6 program. Dr. Yeh stated that he welcomed and appreciated the opportunity for the meeting.

Vice President Covington suggested that a staff member attend the meeting regarding Station 3. Chief Hayes-White agreed.

Commissioner Hardeman acknowledged Chief Francisco on his preparedness for the Super Bowl.

President Evans said that, as with other hires, the Chief should consider having a panel sit in on interviews for the H-2 applicants. President Evans stated that it can be beneficial to have people with different perspectives who are able to take the measure of a person who wants to be a member of the Department.

President Evans stated that the strategic plan is going to be important in helping people better understand the needs of the Department. President Evans also stated that it is important to propose some type of revenue stream instead of relying on the general fund.

President Evans expressed that she would not support another budget that has cuts in it.

REPORT FROM OPERATIONS
Report on overall field operations, the Bureau of Fire Prevention & Investigation, Airport Division.

Deputy Chief Mark Gonzalez reported his Operations Report for the month of November. He talked about incidents that happened including two greater alarms; one at 1136 Hampshire and the other at 2860 16th Street. He described how the Department responded. He added that there were no injuries. In regards to the EMS, Deputy Chief Gonzalez stated that there have been 37 candidates recommended for the H-8 positions.

Deputy Chief Gonzalez acknowledged Acting Assistant Deputy Chief De Cassio for doing a great job. There has been improvements in the areas of BFP and BFI. One of them being the R-2s and follow-ups to complaints.

Deputy Chief Gonzalez reported on construction updates, and how the Department is working with other city agencies to ensure safety. He talked about the reduction of open fire investigations.

Both Vice President Covington and Commissioner Cleaveland asked if Chief Gonzales could provide his report to them prior to the meeting.

Commissioner Nakajo thanked Deputy Chief Gonzalez.

Commissioner Hardeman congratulated him and his staff for the improvement on inspections and investigations.

President Evans recommended an update on the public safety campaign to assist residents, particularly in the Mission where there have been numerous fires that have displaced residents. She inquired about the correspondence that was sent from a resident of the Mission wanting to get a meeting held in the Mission District with the Fire Commission and Supervisor Campos. Olivia Scanlon answered that the Chief met with Supervisor Campos last week in person and they had a meeting at length to discuss the fires in the Mission. Olivia added that they provided statistics and went over data. She stated that the Chief went on the Spanish news channel that he requested and they are in constant dialogue with him and his office. President Evans thanked Olivia for that information. She added that some issues have come up over the last year because the fires in the Mission have been large and many of the residents have been displaced and there had been discussions when Chief Wong was here about getting more public safety messaging out in the Mission and talking to some of the building owners. She requested that maybe for a future meeting there can be an update on how our public safety campaign is going and if there are other efforts that we can make to assist residents, particularly in the Mission, but also elsewhere in the city can benefit from.

President Evans asked for an updated timeline in regards to the After Action Report from Asiana crash. Deputy Chief Mark Gonzalez informed the Commission that he would have it by the end of the month.

President Evans pointed out that there has been no progress to the Station 49 issue and recommended that the Commission come up with something to get it resolved.

Deputy Chief Gonzales pointed out that the paramedic officers wanted their rotations changed. He stated that they would rather work a 24-hour shift, but from a managerial standpoint, it does not seem possible.

There was no public comment.

7. **COMMUNICATIONS**
Communications to Commission received since last meeting of November 19, 2015.

- Letter from Diana Arsham
- Letter from Thomas E. Harvey
- Letter from UEG
- Email from Joe Treinen

There was no public comment.

8. **FIRE COMMISSION MEETING CALENDAR 2016** ***[Discussion and possible action]***
Discussion and possible action to adopt the 2016 Fire Commission Regular Meeting calendar.

Commission Vice President Covington Moved to adopt the 2016 Fire Commission Regular Meeting calendar. Commissioner Cleaveland Seconded. Motion to Adopt 2016 Fire Commission Meeting calendar was unanimous.

There was no public comment

9. **AGENDA FOR NEXT FIRE COMMISSION MEETING** ***[Discussion]***
Discussion regarding agenda for the December 17, 2015 regular meeting.

- Resolution 2015-11 (Willman Funds)

There was no public comment.

10. **ADJOURNMENT**

President Evans adjourned the meeting at 6:07 PM.

SAN FRANCISCO FIRE COMMISSION

Fire Commission Special Meeting
Thursday, December 17, 2015 - 2:30 p.m.

698 Second Street, Room 221 ■ San Francisco ■ California ■ 94107

AGENDA

12-14-15P02:02 RCVD

Item No.

1. ROLL CALL

President	Andrea Evans
Vice President	Francee Covington
Commissioner	Stephen A. Nakajo
Commissioner	Michael Hardeman
Commissioner	Ken Cleaveland

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2. CLOSED SESSION: 2015-2016 STRATEGIC PLAN AND PERFORMANCE PLAN/APPRAISAL REPORT (Reporting to Commission) OF CHIEF JOANNE HAYES-WHITE *[Discussion and Possible Action]*

A. Public comment on all matters pertaining to the potential closed session.

B. Vote on decision whether to go into closed session.

C. Joanne Hayes-White, Chief of the Fire Department
Pursuant to Admin. Code section 67.10(b); Govt. Code section 54957(b), Govt. Code section 54957.1(a)(5), the Commission may hold a closed session to discuss the strategic plan and performance plan/appraisal report of the Chief (Discussion).

D Vote on whether to disclose discussions if held in Closed Session per Administrative Code §67.12(a).

3. CASE NO. 2015-04: HEARING ON EMPLOYEE DISCIPLINE, INCLUDING COMMISSION DELIBERATIONS OR OTHER ACTION CONCERNING CHARGES FILED BY CHIEF OF DEPARTMENT AGAINST MEMBER, DATED NOVEMBER 9, 2015, FOR VIOLATIONS AS FOLLOWS:

- Section 3905 – Familiarity With the Rules
- Section 3912 – Alcohol and Prohibited Drugs
- Section 3919 – Proper Behavior
- Section 3921 – Inattention to Duty
- Section 3923 – Acts Detrimental to the Welfare of the Department

This case may be heard in Closed Session pursuant to Government Code Section 54957(b) and San Francisco Administrative Code Section 67.10(b).

A. Public Comment on Special Meeting Agenda Item; Possible Closed Session

Members of the public may comment on Agenda items that are scheduled for discussion or action. [Government Code §54954.3(a), Administrative Code §67.15(b)]

1. Public Comment on Agenda Item No. 2, including [*if there is a motion or request to go into Closed Session]* public comment on whether to go into Closed Session.

2. *If there has been a motion or request to go into Closed Session:* Vote on whether to hold Closed Session. ***[Action Item]***

B. Deliberations/Possible Action, Open or Closed Session

1. Deliberations, and possible action on Suspension Appeal ***[Action Item]***

C. If Closed Session is held, reconvene in Open Session

1. Report on any action taken in Closed Session as specified in California Government Code Section 54957.1(a)(5) and San Francisco Administrative Code section 67.12(b)(4).

2. Vote to elect whether to disclose any or all discussions held in Closed Session, as specified in San Francisco Administrative Code Section 67.12(a). ***[Action Item]***

4. ADJOURNMENT

SAN FRANCISCO FIRE COMMISSION

NOTICE OF COMMISSION PROCEDURES

Commission Meeting Schedule and Location

The Fire Commission meets regularly on the 2nd and 4th Thursday of each month at Fire Department Headquarters, Room 102, 698 Second Street, San Francisco. The Commission does not meet the week after Thanksgiving or between December 24th and December 31st.

Commission Office

The Fire Commission Office is located at 698 Second Street, Room 220, San Francisco, CA 94107. The Fire Commission telephone number is (415) 558-3451; the fax number is (415) 558-3413. The web address is www.sfgov.org/fire_comm/. Office hours are from 8:30 a.m. to 5:00 p.m., Monday through Friday.

Language Access

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Information on Disability Access

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Documents for Public Inspection

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Know Your Rights Under The Sunshine Ordinance
(Chapter 67 of the San Francisco Administrative Code)

Government's duty is to serve the public, reaching its decisions in full view of the public. Commissions, boards, councils and other agencies of the City and County exist to conduct the people's business. This ordinance assures that deliberations are conducted before the people and that City operations are open to the people's review. For more information on your rights under the sunshine ordinance or to report a violation of the ordinance, contact the sunshine ordinance task force. You may contact the current Sunshine Ordinance Task Force Administrator, Frank Darby, Jr., as follows: Sunshine Ordinance Task Force, City Hall, Room 244, 1 Dr. Carlton B. Goodlett Place, San Francisco, CA 94102-4689, Phone: (415) 554-7724, Fax: (415) 554-5784, E-mail: sotf@sfgov.org. Copies of the Sunshine Ordinance can be obtained from the Clerk of the Sunshine Task Force, the San Francisco Public Library and on the City's Web site at http://www.sfgov.org.

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SAN FRANCISCO FIRE COMMISSION

Minutes of Fire Commission Special Meeting
Thursday, December 17, 2015 - 2:30 p.m.

698 Second Street, Room 221 ■ San Francisco ■ California ■ 94107

President Evans called the meeting to order at 2:42 PM.

1. ROLL CALL

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President Andrea Evans
Vice President Francee Covington
Commissioner Stephen Nakajo
Commissioner Michael Hardeman
Commissioner Ken Cleaveland

Also Present:
Brad Russi, Deputy City Attorney, Government Team – Counsel to the Commission
Maureen Conefrey, Commission Secretary
Joanne Hayes-White, Chief of Department was present for a portion of item 2.

This item was called out of order at 3:02 p.m.

2. CLOSED SESSION: 2015-2016 STRATEGIC PLAN AND PERFORMANCE PLAN/APPRAISAL REPORT (Reporting to Commission) OF CHIEF JOANNE HAYES-WHITE *[Discussion and Possible Action]*

A. Public comment on all matters pertaining to the potential closed session.

President Evans called for public comment. No member of the public came forward and President Evans closed public comment.

B. Vote on decision whether to go into closed session.

Commissioner Cleaveland made a motion to hold discussions in Closed Session. Commissioner Hardeman seconded, and the motion was unanimously approved. (5-0; Evans, Covington, Nakajo, Hardeman, Cleaveland)

The Commission went into closed session at 3:02.

C. Joanne Hayes-White, Chief of the Fire Department
Pursuant to Admin. Code section 67.10(b); Govt. Code section 54957(b), Govt. Code section 54957.1(a)(5), the Commission may hold a closed session to discuss the strategic plan and performance plan/appraisal report of the Chief (Discussion).

D Vote on whether to disclose discussions if held in Closed Session per Administrative Code §67.12(a).

Vice President Covington made a motion to not disclose discussions held in Closed Session. Commissioner Cleaveland seconded, and the motion was unanimously approved. (5-0; Evans, Covington, Nakajo, Hardeman Cleaveland)

There was no public comment

This item was called out of order at 2:42 p.m.

3. **CASE NO. 2015-04: HEARING ON EMPLOYEE DISCIPLINE, INCLUDING COMMISSION DELIBERATIONS OR OTHER ACTION CONCERNING CHARGES FILED BY CHIEF OF DEPARTMENT AGAINST MEMBER, DATED NOVEMBER 9, 2015, FOR VIOLATIONS AS FOLLOWS:**

- Section 3905 – Familiarity With the Rules
- Section 3912 – Alcohol and Prohibited Drugs
- Section 3919 – Proper Behavior
- Section 3921 – Inattention to Duty
- Section 3923 – Acts Detrimental to the Welfare of the Department

This case may be heard in Closed Session pursuant to Government Code Section 54957(b) and San Francisco Administrative Code Section 67.10(b).

A. Public Comment on Special Meeting Agenda Item; Possible Closed Session

Members of the public may comment on Agenda items that are scheduled for discussion or action. [Government Code §54954.3(a), Administrative Code §67.15(b)]

President Evans called for public comment. No member of the public came forward and President Evans closed public comment.

1. Public Comment on Agenda Item No. 2, including [*if there is a motion or request to go into Closed Session]* public comment on whether to go into Closed Session.

2. *If there has been a motion or request to go into Closed Session:* Vote on whether to hold Closed Session. ***[Action Item]***

Vice President Covington made a motion to hold deliberations in Closed Session. Commissioner Hardeman seconded, and the motion was unanimously approved. (5-0; Evans, Covington, Nakajo, Hardeman, Cleaveland)

The Commission held deliberations in Closed Session at 2:44 p.m.

B. Deliberations/Possible Action, Open or Closed Session

1. Deliberations, and possible action on Suspension Appeal ***[Action Item]***

C. If Closed Session is held, reconvene in Open Session

1. Report on any action taken in Closed Session as specified in California Government Code Section 54957.1(a)(5) and San Francisco Administrative Code section 67.12(b)(4).

The Commission reconvened in Open Session to report action taken at 3:00 p.m.

Action Taken:
By unanimous vote of 5-0, the Commission accepted the terms of the signed Stipulation and Proposed Action by Commission. There was no public comment.

2. Vote to elect whether to disclose any or all discussions held in Closed Session, as specified in San Francisco Administrative Code Section 67.12(a). ***[Action Item]***

Vice President Covington made a motion to not disclose discussions held in Closed Session. Commissioner Cleaveland seconded, and the motion was unanimously approved. (5-0; Evans, Covington, Nakajo, Hardeman Cleaveland)

There was no public comment

4. ADJOURNMENT

President Evans adjourned the meeting at 4:05 p.m.

SAN FRANCISCO FIRE COMMISSION

Fire Commission Regular Meeting
Thursday, December 17, 2015 - 4:00 p.m.
698 Second Street, Room 102 ■ San Francisco ■ California ■ 94107

AGENDA

12-14-15P02:02 RCVD

Item No.

1. ROLL CALL

President	Andrea Evans
Vice President	Francee Covington
Commissioner	Stephen A. Nakajo
Commissioner	Michael Hardeman
Commissioner	Ken Cleaveland
Chief of Department	Joanne Hayes-White

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2. PUBLIC COMMENT

Members of the public may address the Commission for up to three minutes on any matter within the Commission's jurisdiction and does not appear on the agenda. Speakers shall address their remarks to the Commission as a whole and not to individual Commissioners or Department personnel. Commissioners are not to enter into debate or discussion with a speaker. The lack of a response by the Commissioners or Department personnel does not necessarily constitute agreement with or support of statements made during public comment.

3. APPROVAL OF THE MINUTES *[Discussion and possible action]*
Discussion and possible action to approve meeting minutes.

a. Minutes from the Special Meeting on December 3, 2015.
b. Minutes from the Regular Meeting on November 19, 2015

4. ANNOUNCEMENTS

Starting in January of 2016, Fire Commission Meetings will be held at City Hall, 1 Dr Carlton B Goodlett Pl, San Francisco, CA 94102, on the 2nd Wednesday of the Month starting at 9:00 a.m. in Hearing Room 416, and the 4th Wednesday of the Month starting at 5:00 p.m. in Hearing Room 400.

5. RESOLUTION 2015-11 REQUESTING DISBURSEMENT OF $146,500.00 FOR REPAIRS TO APPARATUS FOR THE SESQUICENTENNIAL CELEBRATION FROM THE WILLMANN TRUST *[Discussion and possible action]*
Discussion and possible action regarding a request for the expenditure of funds from the Willmann Trust related to the SFFD's 150th Anniversary.

6. CHIEF OF DEPARTMENT'S REPORT *[Discussion]*

REPORT FROM CHIEF OF DEPARTMENT

Report on current issues, activities and events within the Department, including Fiscal Year 2015-2016 budgets.

REPORT FROM ADMINISTRATION

Report on the Administrative Divisions, Fleet and Facility status, Finance and Support Services within the Department.

7. UPDATE ON DEVELOPMENTS OF THE 150TH ANNIVERSARY COMMITTEE [Discussion]

8. UPDATE ON DEVELOPMENTS OF THE STRATEGIC PLANNING COMMITTEE [Discussion]

9. AGENDA FOR NEXT FIRE COMMISSION MEETING *[Discussion]*

Discussion regarding agenda for the December 3, 2015 regular meeting.

10. ADJOURNMENT

SAN FRANCISCO FIRE COMMISSION

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SAN FRANCISCO FIRE COMMISSION

FIRE COMMISSION REGULAR MEETING
MINUTES
Thursday, December 17, 2015 – 4:00 p.m.
698 Second Street, Room 102

The audio recording has been uploaded to the FC Website at:
http://sanfrancisco.granicus.com/MediaPlayer.php?view_id=133&clip_id=24351

President Evans called the meeting to order at 4:08 PM.

1. ROLL CALL

Commission President	Andrea Evans	Present
Commission Vice President	Francee Covington	Present
Commissioner	Stephen Nakajo	Present
Commissioner	Michael Hardeman	Present
Commissioner	Ken Cleaveland	Present
Chief of Department	Joanne Hayes-White	Present
Ray Guzman	Deputy Chief – Administration	
Dan DeCossio	Bureau of Fire Prevention	
Richard Brown	Bureau of Fire Prevention	
Raemona Williams	Division of Training	
Tony Molloy	EMS	
Assistant Chiefs		
Bryan Rubenstein	Division 2	
Tom Siragusa	Division 3	
Staff		
Mark Corso	CFO	
Jesusa Bushong	Personnel Officer	

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2. PUBLIC COMMENT

Michael Petrelis, transparency activist, expressed his concerns about first responder privilege. He mentioned an incident he caught on tape in which a Deputy was in his vehicle allegedly creating a hazard at Van Ness and Market when he pulled into a bus zone. He also mentioned his disappointment about how the Department handled his complaint. He suggested that the Department employ an outside agency to conduct investigations of employee wrongdoing rather than investigating themselves.

Spike Kahn, introduced herself and stated that she just got a little award for being a Good Samaritan by housing one of the victims of the rolling stock fire that was at 16th and South Van Ness in the Mission District. She talked about her concern with recent fires in the Mission District and the lack of smoke alarms. She further expressed her concerns that there seems to be too many fires, especially in the Google bus area where prices are going up as soon as tenants get evicted. It seems to her like arson and she asked if the Department is looking into this as

potential arson when low income tenants are getting displaced and the buildings are getting sold to multi-billionaire investors who are then going to put in million dollar condos. She wanted to know what the Department's plans are to start investigating what's going on and if there are results.

3. APPROVAL OF THE MINUTES *[Discussion and possible action]*
Discussion and possible action to approve meeting minutes.

a. Minutes from the Special Meeting on December 3, 2015.

Commissioner Hardeman Moved to approve the December 3, 2015 Special meeting Minutes. Commissioner Cleaveland Seconded. Motion to approve above Minutes was unanimous.

b. Minutes from the Regular Meeting on November 19, 2015

Commissioner Hardeman Moved to approve the November 19, 2015 regular meeting Minutes. Commissioner Cleaveland Seconded. Motion to approve above Minutes was unanimous.

4. ANNOUNCEMENTS

Commission Secretary read the following announcement:

Starting in January of 2016, Fire Commission Meetings will be held at City Hall, 1 Dr Carlton B Goodlett Pl, San Francisco, CA 94102, on the 2nd Wednesday of the Month starting at 9:00 a.m. in Hearing Room 416, and the 4th Wednesday of the Month starting at 5:00 p.m. in Hearing Room 400.

Public Comment: Michael Petrelis stated he is glad the meetings are moving to City Hall. He suggested that the Department do some outreach to the general public to let everyone know the meetings are going to be changing, and to have the public information officer get that word out.

5. RESOLUTION 2015-11 REQUESTING DISBURSEMENT OF $146,500.00 FOR REPAIRS TO APPARATUS FOR THE SESQUICENTENNIAL CELEBRATION FROM THE WILLMANN TRUST *[Discussion and possible action]*
Discussion and possible action regarding a request for the expenditure of funds from the Willmann Trust related to the SFFD's 150th Anniversary.

Commission Vice President Covington Moved to approve Resolution 2015-11. Commissioner Hardeman Seconded. Motion to approve Resolution was unanimous.

6. CHIEF OF DEPARTMENT'S REPORT *[Discussion]*
REPORT FROM CHIEF OF DEPARTMENT
Report on current issues, activities and events within the Department, including Fiscal Year 2015-2016 budgets.

Chief Hayes-White's report covered activities since the last meeting on December 3rd. She noted that this will be our final meeting at San Francisco Fire Department Headquarters and will close that part of our history and she looks forward to new meetings, new opportunities over at City Hall next year beginning January 13th, 9:00 a.m. Room 416. Related to the budget, she announced that the budget instructions given on December 2nd call for a one and a half percent reduction in years 2016-17 and 2017-18, across all departments. She continued that there was a meeting that Mark Corso, CFO, convened with the Budget Committee and she was able to attend some of it and she conveyed her appreciation that Commissioner Cleaveland was able to be there. She anticipates that at the meeting on January 13, 2016, Mr. Corso will be providing instructions, timelines, and seeking approval of the Capital Budget. She added that on January

27, 2016, for the Commissions consideration, a discussion on overall budget submittals, which is typically what needs to be submitted the third week in February.

Chief Hayes-White was happy to report that the 118th graduation will occur tomorrow at Balboa High School, 10:00 a.m. and she looks forward to everyone attending. There are 45 new members of the Department, eight of which are coming from Station 49 and the remaining are coming from off of the eligibility list. She added that she is very proud to say that it is a diverse group of graduates that proudly reflects the community, 20 percent are women and 60 percent are people of color. There are multiple languages that are spoken, as well as a number of veterans that have served our country. She went on to acknowledge Assistant Deputy Chief Williams and her staff for their good work and stated that it is quite a commitment and a sacrifice.

She announced that Chief Guzman has requested to be reassigned to his Battalion Chief position in the field and will be transitioning next month. She has selected Assistant Deputy Chief Williams to take over for Deputy Chief Guzman and that transition is ongoing and will take place next month. She added that they have advertised for the Director of Training position. The person that is selected will not have much time to sit in the seat before having a new class, because there will be a new class coming on January 25th that will be the 119th class of which we are targeting 54 recruits with 12 coming from Station 49 and 42 off the eligible list.

Chief Hayes-White announced that they do have a candidate for the nurse practitioner position. She is finishing her education requirements and is also working on her thesis and has agreed to initially come on board part-time to assist when the doctor may be off or during peak periods on a part-time basis in January, February and hopefully in March we'll be able to transition her to a full-time position.

She also also announced that Firefighter Paramedic Jonathan Baxter will officially start as the full time Public Information Officer on January 18, 2016.

Chief Hayes-White stated that they selected two members to fill the EMS 6 positions and those are positions that will be 12-hour shifts working in the downtown corridor and working collaboratively with DPH in identifying high frequency users in the 9-1-1 system to see what service best suits them.

Chief Hayes-White stated that they continue to look for common ground with Local 798 related to the supervisory model at Station 49 and she will provide a detailed layout of why they feel a 12-hour shift for the supervisory model is much more efficient and much more in line with what they hope to achieve in terms of goals.

She added that they locked in the 44 million dollars for the 2016 Health Bond and Assistant Deputy Chief Lombardi is overseeing that.

She went on to acknowledge acting Assistant Chief Kevin Smith, and acting Assistant Chief Charlie Crane in Division 3 who were in attendance tonight.

Chief Hayes-White acknowledged all of the Commissioners for their support and participation in the meritorious ceremony on December 8th. They received a lot of positive comments about the ceremony, and in particular related to the awards given for the excellent job responding to Asiana Airline incident back in July of 2013.

Chief Hayes-White commented that Commissioner Cleaveland met this morning with Fire Marshal DeCossio regarding fires in the Mission District and she wanted to remind everyone that in March they reported before the Public Safety Committee and presented a very extensive overview of fires not just the Mission District, but they broke it down by supervisorial district fires and trends over the last five years. It was a great report but needs refreshing and at the end of this month they'll be able to capture all the 2015 data. She added that every fire that is a

greater alarm if the incident commander cannot determine the immediate cause, is always assigned to an arson trained fire investigator or two, to determine the cause in the area of origin.

Chief Hayes-White acknowledged that Mr. Hernandez has reached out to the Commission and has requested that there be a Commission meeting in the Mission District and that both Deputy Chief Gonzalez and she have reached out to him via phone. They have not heard back from him, but they will continue to, on an informal basis, talk to him about the trends that they are seeing. She added that she told Ms. Kahn, she would personally call her. Chief Hayes-White added that she also went on a radio show with Marcos Gutierrez on his Spanish station in the city about three weeks ago and talked about the fires in the city, specifically Mission District. She also acknowledged meeting with Supervisor Campos on the issue of fires in the Mission District and if the neighbors feel that they want more information, certainly the Fire Marshal would be open to that. The Arson Investigation Reports are public records and in a few weeks, working with IT, the public will have the ability to be able to type in an address and look at notices of violations and notices of corrections. There are certainly fires that are suspicious but another sort of phenomenon that we're seeing because of the issues of real estate in the City is when you go into some of these buildings, whether it's in the Mission District or in the City in general, spaces that are meant to be closet spaces, dining rooms, or non-sleeping areas, they've been modified so that more people are staying in these units and that's a challenge in and of itself. When you have more people staying in units that are meant for two or three people, it's causing overloading of the circuits and frayed wires. She stated that they are happy to work with the community to spread that message.

Vice President Covington thanked the Chief for her report and asked if Chief DeCossio could give a more complete overview of what's going on in the Mission. Chief DeCossio responded as follows:

> Just recently, as this morning I asked our Arson Investigation Unit to run the numbers for data from the past four years for structure fires in the Mission and if you look at the numbers, they're relatively consistent. There's a little bit of a spike this year, but if you look at the numbers, for example, this year we've had 20 structure fires. 2014, again in the Mission, 15 structure fires. In 2013, 18. And 2012 -- 2012, 12. So it does fluctuate up and down but it's relatively consistent. Also I've looked at those investigations that have been closed out, the cause of the fires. The majority of them are due to electrical, accidental, or at this point undetermined. So as far as knowing whether they're arson or not, I'm not ready to go there yet. We do have focus on this and we are tracking this. Part of our community outreach when we go and give fire safety talks, is we're going to break down fires from each community, and we'll have that data when we go out and we can discuss these fires and the causes for those that have been determined accidental and come up with advice and recommendations, best practice and safe practices to prevent these fires.

Vice President Covington asked Chief DeCossio for feedback on how things are going in terms of the previous backlog in arson investigations. Chief DeCossio explained the overall backlog is down to 325 from a high of 407, and it's trending in the right direction He added that you must keep in mind, as they reduce these numbers, they are investigating new fires. Vice President Covington asked Chief DeCossio if he could touch upon the smoke detector giveaways. Chief DeCossio explained that they go out and conduct safety talks, they bring smoke alarms with them and donate about 700 per year. He added that they are still trying to figure out the best way to expand the offer to the various communities. Vice President Covington expressed her desire as part of the outreach efforts that they recruit people to be trained for NERT, especially in the Mission and Bayview and have further discussion pertaining to this issue.

Commissioner Cleaveland thanked Fire Marshal DeCossio for meeting with him this morning and was gratified to hear that the statistics that are coming out are saying that there are no more fires in the Mission than any other part of the City. He suggested that they were getting more

press coverage because of perhaps the fears of gentrification. He added that it's important that the community understands what is causing these fires and he thinks that the new public information officer would come up with the top 10 reasons why you might have a fire at your home so they understand preventing fires is basically their job as residents and tenants. He suggested getting that information out in as many different languages as possible.

Commissioner Nakajo thanked Chief DeCossio. He also thanked Chief Hayes-White and Chief Gonzales for reaching out to Mr. Hernandez. He also mentioned that he supported the concept that we take advantage of our meetings at City Hall and that for him it's part of history as he leaves Headquarters on 2nd Street and he remembers when the Commission Room was built. He confirmed with Mark Corso that the meetings at City Hall have been budgeted for the 2016 year. He commented that the reason we have these new dates and times are through the advocacy of the Commissioners and also the cooperation of the San Francisco Police Commission and DPW that allowed us to have those meeting times.

President Evans thanked Chief DeCossio for this report and asked if the data that he pulled together could be broken out a bit further. Particularly going back more than 3 years and delineating between residential and commercial buildings. Chief DeCossio replied that he could. President Evans also supported public safety messaging and outreach to groups in neighborhoods and suggested it be a multi-pronged approach to really reach people. She asked Chief DeCossio if the Department could conduct random inspections of buildings. Chief DeCossio answered they can be random and if they can't gain access, they reach out to the owner and set up an appointment to inspect the common areas. They do not have access to the individual units. President Evans commented that it's helpful to know that in those buildings the Department's control is the common areas only, and the fires aren't happening in the common areas, they are happening in the peoples units. She suggested figuring out a way to get this information out community.

Commissioner Hardeman expressed his disappointment with the news that the Department was asked to cut 1.5 percent from their budget. He further commented on the nurse practitioner position and the two new recently filled EMS 6 positions. He also commented on the meritorious awards ceremony and how he enjoyed the event.

President Evans stated her delight with the filling of the recruitment coordinator position and the EMS 6 positions. She also expressed her delight that the 44 million dollars is locked in for Station 49 and asked about funding for furnishings. Mark Corso explained how the funding will work to furnish the Station once it is built. She went on to congratulate Chief Williams on her promotion to CD-3.

Commissioner Cleaveland asked Dr. Yah where the new EMS 6 employees will be posted. Dr. Yah stated that they will work out of Station 49 and will be concentrating on the Civic Center Plaza area for the most part.

Public Comment:

Michael Petrelis wanted a written version of the Chief's report in additional to her verbal presentation. He also stated he would like to advocate that regarding addressing fires in the Mission should be presented at City Hall where it will be aired on TV and people who aren't at the meetings can tune in any time and it will get more people from the community down to City Hall rather than going out to the Mission District. He also suggested getting every incident report that is filed after a fire online for public access.

Unidentified Male who is part of the San Francisco Bay Area Chapter American Red Cross spoke regarding the smoke alarm program. He stated that volunteers from the Red Cross went door to door after the February 2015 fourth alarm fire and checked peoples smoke alarms and helped with installation and identification of escape routes.

Chief Hayes-White responded that they have entered into a partnership with the American Red Cross for detectors and have been to a few different neighborhoods and they hope to continue the partnership into 2016. She went on to personally thank Chief Guzman for his dedication during his entire career with the Department, but specifically since 2012 when he took over as CD-3.

REPORT FROM ADMINISTRATION
Report on the Administrative Divisions, Fleet and Facility status, Finance and Support Services within the Department.

Deputy Chief Guzman reported on the month of December 2015.

He stated that Support Services Division continues to work very hard on the ESER projects. He announced that Joe Barbero is returning to the field and Captain Steve Macfarlane will take his place. He also announced that James Reidy was appointed as the new Water Supply Officer who will be the liaison between the Department and PUC. He touched on projects that were taking place at various facilities within the Department.

Chief Guzman announced that the Division of Training was gearing up for the graduation of the 118th recruit academy which will be held tomorrow at Balboa High School. He discussed the 2 day trial assessment project for members of Station 49 that they have worked with Local 798 to develop and impliment.

He thanked Vice President Covington for attending the Annual Fire Reserves Christmas dinner at Izzy's Steakhouse. He also thanked Chief Francisco of the Division Homeland Security for attending and participating in Super Bowl 50 tabletop exercises and the Executive Committee meeting for UASI.

With regard to Investigative Services Bureau, he mentioned that Acting Captain Sheila Hunter has been busy conducting backgrounds for the 119th academy. She conducted 10 random drug and alcohol tests, four of which were conducted on nights and weekends. He touched briefly on updates for the Fireboat.

Vice Present Covington thanked Chief Guzman for his service. There was discussion on the UASI Grant due January 15, 2016 that would consist of 23 units of hydraulic rescue tools.

Commissioner Nakajo thanked Chief Guzman for his service and dedication to the Department and acknowledged that it is a challenging position.

Commissioner Hardeman sated he was going to miss Chief Guzman as he was always so available and good at keeping the Commission updated on what was happening within his realm.

President Evans also expressed her appreciation for the service provided by Chief Guzman and she commended him for digging in and getting the fireboat back on track as well as for always being available. They touched briefly on the letter from the industrial hygienist and her findings at the Airport facility and she asked that the Commission be informed of any developments.

Chief Guzman thanked everyone he worked with while he was CD-3. He acknowledged that he liked to be able to go out and make new relationships, partnerships and advocate and to be an ambassador for the Department. He thanked each Commissioner for their support.

7. UPDATE ON DEVELOPMENTS OF THE 150TH ANNIVERSARY COMMITTEE [Discussion]

Chief Hayes-White invited David Ebarle of DEM to join her on updating the Commission on the 150th Anniversary Committee. They touched on the following highlights:

- Meeting on December 4, 1025, pre-finance committee meeting and regular meeting.
- Continued to refine and make sure they are planning events that they are able to manage and fund.
- Decided to plan and execute events all the way, nothing halfway.
- Plans may need to be scaled back so they are realistic and can be properly enjoyed by all.
- Discussion with CEO, Mr. Johnson of the Chronicle. He verbally agreed they would be the Department's media partner.
- Discussed using MTA vehicles to highlight/advertise various events.
- Unveiling of the Academy of Art logos. Acknowledged Mindy Talmadge and Dave Ebarle for the dedication overseeing this project through the course of the semester working under the direction of Tom McNulty and Phil Hamlet of Academy of Art, along with Dr. Lisa Stevens. The students embraced the concept of design, graphics and website development for the 150th festivities.

  Chief Hayes-White described how the art contest worked as follows: The students were given access at different stations, Station 16, Station 18, they rode on the fireboat, to get a flavor of the Fire Department and interact with some of our members, active and retired. The students are very reflective of their city. Very diverse. English is a second language for many of them. They're extremely talented. So my small part was spending the afternoon on the 10th with Mindy and Dave and the entire class, about 30 students. They split into two groups, two teams, and our goal was to select one team's design. It was very difficult to do. I returned on Monday this week to announce our selections. We had two teams, Team COIT and Team Pacific. They came up with different design guidelines, which we're going to use both of, but we did pick Team COIT's design for next year's 150th celebration. I can't thank the Academy of Art enough for taking this on as a project. I see it as a win win. Dr. Stevens was delighted because it was a great experience for the students. And then to have us come in and be sort of the judges after they gave the presentations, that was basically their final last week. But some of their ideas are wonderful. We've already embraced the logo that a graduate student has come up with and we intend to use into the New Year. The design of what's in the book, their theme is "Celebrate like it's 1866." Very clever.

Chief Hayes-White shared the portfolios with the Commission.

Mr. Ebarle added how they have been reaching out to retired members, and bringing members Larry Yup and Mike Day on board to help with fund raising issues. The goal is to get the entire San Francisco Fire Department on board and involved with the events and celebrations. He added that Vice President Covington has been very good at keeping him on task. He touched on the meeting with the Mayor's Chief of Staff and with Charlotte Schultz and ideas to get funding. He also described the concept of the mobile history unit.

The Commissioners all stated their appreciation for the amazing work from the students at the Academy of Art.

President Evans suggested sending a thank you letter to the participants at Academy of Art that supported this effort.

8. UPDATE ON DEVELOPMENTS OF THE STRATEGIC PLANNING COMMITTEE [Discussion]

Chief Hayes-White stated that at the last meeting they broke off into subcommittees consisting of organizational structure, career development, health and wellness, EMS operations, suppression operations, facilities and equipment; partnerships in community engagement, communications, technology, and revenue opportunities. Those subcommittees are supposed to get a draft of their goals in by January 12, 2016 and the next meeting is January 21, 2016. She added that they have taken a look at many other strategic plans and they collaboratively agree that Seattle and LA City models are good templates to work off of. They discussed getting the document out to the field for feedback before it is finalized. She added that the target date for completion is spring of 2016.

9. AGENDA FOR NEXT FIRE COMMISSION MEETING *[Discussion]*

Discussion regarding agenda for the January 13, 2016 regular meeting.

- Fire Department's Capital Budget
- Fire Commission Elections
- Report from Fire Marshal

10. ADJOURNMENT

President Evans adjourned the meeting at 6:13 PM.

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